APPENDICES

The Committee Notes that accompany many of the sample documents in these Appendices are intended to assist parties in preparing their documents. <u>Those</u> Committee Notes should not be included in any document filed with the Court.

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- 2 Format for Mailing List of Creditors
- Sample Mailing List of Creditors
- 4 "Trouble Sheet" for Mailing List of Creditors
- 5 Sample Amendment to Petition
- 6 Sample Notice of Amendment to Petition
- 7 Sample Combined Amendment to Petition and Notice of Amendment
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- 9 Sample Amendment to Schedule or Statement
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Appendix 1 - Filing Requirements and Proper Sequence of Documents

CHAPTER 7:

The filing fee of \$299 must *accompany* any *pro se* filing or be *received* by the Clerk's office within three business days of any electronic filing.

1.		voluntary petition (OF 1) (with all required signatures and exhibits)		
		summary of schedules (OF 6 - Summary) (if not filed with petition, must be filed within 15 days)		
		statistical summary of certain liabilities (OF 6 - Summ2) (if not filed with petition, must be filed within 15 days)		
		schedules A-J (OF B6 A-J) and Declaration Concerning Debtor's Schedules (if not filed with petition, must be filed within 15 days)		
		statement of financial affairs (OF 7) (including unsworn declaration) (if not filed with petition, must be filed within 15 days)		
		statement of current monthly income and means test calculation (OF 22A) (individual debtors with primarily consumer debts only) (if not filed with petition, must be filed within 15 days)		
		statement of intention (OF 8) (individual debtors only) (if not filed with petition, must be filed within 30 days)		
		record of any interest debtor has in an "education individual retirement account" or under a "qualified State tuition program" (no form) (if not filed with petition, must be filed within 15 days)		
2.		attorney disclosure of compensation (local form) (if not filed with petition, must be filed within 15 days)		
3.		certificate of credit counseling (no form) (individual debtors only) (MUST BE FILED WITH PETITION)		
4.		cover sheet (local form) and "payment advices" (e.g., pay stubs) (if not filed with petition, must be filed within 15 days)		
In	add	lition, all <i>pro se</i> debtors must file –		
		mailing list of creditors (see Appendices 2, 3, and 4) (MUST BE FILED WITH PETITION)		
		statement of social security number (OF 21) (MUST BE FILED WITH PETITION)		

CHAPTER 11:

The filing fee of \$1,039 must accompany any pro se filing or be received by the Clerk's office within three business days of any electronic filing.

1.	voluntary petition (OF 1) (with all required signatures and exhibits)		
	summary of schedules (OF 6 - Summary) (if not filed with petition, must be filed within 15 days)		
	statistical summary of certain liabilities (OF 6 - Summ2) (if not filed with petition, must be filed within 15 days)		
	schedules A-J (OF B6 A-J) and Declaration Concerning Debtor's Schedules (if not filed with petition, must be filed within 15 days)		
	statement of financial affairs (OF 7) (including unsworn declaration) (if not filed with petition, must be filed within 15 days)		
	statement of current monthly income (OF 22B) (individual debtors only) (if not filed with petition, must be filed within 15 days)		
	record of any interest debtor has in an "education individual retirement account" or under a "qualified State tuition program" (no form) (if not filed with petition, must be filed within 15 days)		
	list of 20 largest unsecured creditors (MUST BE FILED WITH PETITION)		
	list of equity security holders (if not filed with petition, must be filed within 15 days)		
2.	attorney disclosure of compensation (local form) (if not filed with petition, must be filed within 15 days)		
3.	certificate of credit counseling (no form) (individual debtors only) (MUST BE FILED WITH PETITION)		
4.	cover sheet (local form) and "payment advices" (e.g., pay stubs) (if not filed with petition, must be filed within 15 days)		

Appendix 1 (cont'd)

In addition, all <i>pro se</i> debtors must file –
 mailing list of creditors (see Appendices 2, 3, and 4) (MUST BE FILED WITH PETITION)
statement of social security number (OF 21)(MUST BE FILED WITH PETITION)
Finally, before debtor's attorney, accountant, or other professional renders any post petition services, debtor must file –
□ application to employ professional

CHAPTER 11 (SMALL BUSINESS):

The filing fee of \$1,039 must accompany any pro se filing or be received by the Clerk's office within three business days of any electronic filing.

1.	voluntary petition (OF 1) (with all required signatures and exhibits)		
	summary of schedules (OF 6 - Summary) (if not filed with petition, must be filed within 15 days)		
	statistical summary of certain liabilities (OF 6 - Summ2) (if not filed with petition, must be filed within 15 days)		
	schedules A-J (OF B6 A-J) and Declaration Concerning Debtor's Schedules (if not filed with petition, must be filed within 15 days)		
	statement of financial affairs (OF 7) (including unsworn declaration) (if not filed with petition, must be filed within 15 days)		
	statement of current monthly income (OF 22B) (individual debtors only) (if not filed with petition, must be filed within 15 days)		
	record of any interest debtor has in an "education individual retirement account" or under a "qualified State tuition program" (no form) (if not filed with petition, must be filed within 15 days)		
	list of 20 largest unsecured creditors (MUST BE FILED WITH PETITION)		
	list of equity security holders (if not filed with petition, must be filed within 15 days)		
2.	attorney disclosure of compensation (local form) (if not filed with petition, must be filed within 15 days)		
3.	certificate of credit counseling (no form) (individual debtors only) (MUST BE FILED WITH PETITION)		
4.	cover sheet (local form) and "payment advices" (e.g., pay stubs) (if not filed with petition, must be filed within 15 days)		
5.	cover sheet (local form) and most recent balance sheet, statement of operations, cash-flow statement, and federal income tax return (MUST BE FILED WITH PETITION)		

(CONTINUED ON NEXT PAGE)

Appendix 1 (cont'd)

In additi	on, all <i>pro se</i> debtors must file –
	nailing list of creditors (see Appendices 2, 3, 4) MUST BE FILED WITH PETITION)
	tatement of social security number (OF 21) MUST BE FILED WITH PETITION)
-	before debtor's attorney, accountant, or other professional renders any post- services, debtor must file –
□ aı	n application to employ professional

CHAPTER 12:

The filing fee of \$239 must accompany any pro se filing and or be received by the Clerk's office within three business days of any electronic filing.

1.		voluntary petition (OF 1) (with all required signatures and exhibits)
		summary of schedules (OF 6 - Summary) (if not filed with petition, must be filed within 15 days)
		statistical summary of certain liabilities (OF 6 - Summ2) (if not filed with petition, must be filed within 15 days)
		schedules A-J (OF B6 A-J) and Declaration Concerning Debtor's Schedules (if not filed with petition, must be filed within 15 days)
		statement of financial affairs (OF 7) (including unsworn declaration) (if not filed with petition, must be filed within 15 days)
		record of any interest debtor has in an "education individual retirement account" or under a "qualified State tuition program" (no form) (if not filed with petition, must be filed within 15 days)
2.		attorney disclosure of compensation (local form) (if not filed with petition, must be filed within 15 days)
3.		certificate of credit counseling (no form) (individual debtors only) (MUST BE FILED WITH PETITION)
4.		cover sheet (local form) and "payment advices" (e.g., pay stubs) (if not filed with petition, must be filed within 15 days)
5.		chapter 12 plan (if not filed with petition, must be filed within 90 days)
ln :	add	lition, all <i>pro se</i> debtors must file –
		mailing list of creditors (see Appendices 2, 3, and 4) (MUST BE FILED WITH PETITION)
		statement of social security number (OF 21) (MUST BE FILED WITH PETITION)
	-	y, before debtor's attorney, accountant, or other professional renders any post- on services, debtor must file –
		application to employ professional

CHAPTER 13:

The filing fee of \$274 must *accompany* any *pro se* filing or be *received* by the Clerk's office within three business days of any electronic filing.

1.		voluntary petition (OF 1) (with all required signatures and exhibits)		
		summary of schedules (OF 6 - Summary) (if not filed with petition, must be filed within 15 days)		
		statistical summary of certain liabilities (0F 6 - Summ2) (if not filed with petition, must be filed within 15 days)		
		schedules A-J (OF B6 A-J) and Declaration Concerning Debtor's Schedules (if not filed with petition, must be filed within 15 days)		
		statement of financial affairs (OF 7) (including unsworn declaration) (if not filed with petition, must be filed within 15 days)		
		statement of current monthly income and calculation of commitment period and disposable income (OF 22C) (if not filed with petition, must be filed within 15 days)		
		record of any interest debtor has in an "education individual retirement account" or under a "qualified State tuition program" (no form) (if not filed with petition, must be filed within 15 days)		
2.		attorney disclosure of compensation (local form) (if not filed with petition, must be filed within 15 days)		
3.		certificate of credit counseling (no form) (MUST BE FILED WITH PETITION)		
4.		cover sheet (local form) and "payment advices" (e.g., pay stubs) (if not filed with petition, must be filed within 15 days)		
5.		chapter 13 plan (if not filed with petition, must be filed within 15 days)		
ln	add	lition, all <i>pro se</i> debtors must file –		
		mailing list of creditors (see Appendices 2, 3, and 4) (MUST BE FILED WITH PETITION)		
		statement of social security number (OF 21) (MUST BE FILED WITH PETITION)		

The mailing list of creditors uploaded into the Court's Case Management/Electronic Case Filing ("CM/ECF") system is used whenever notice must be given to creditors. To ensure the accuracy of the Court's records, the following guidelines must be strictly adhered to:

- Type the list in a single column placed against the left margin (do **NOT** leave spaces to the left of the column **or** center the column).
- Do **NOT** use all CAPITAL letters or **bold** or *italicized* print.
- List creditors alphabetically.
- Do NOT include the debtor(s), the attorney for the debtor(s), the U.S. Trustee or the case trustee (the Clerk will automatically add them);
- Provide a full (*i.e.*, three- or four-line) address, unless a creditor has its own zip code (*e.g.*, Reader's Digest, Pleasantville, NY 10570).
- Limit each creditor's name and address to six lines, single-spaced.
- Limit each line of a name or address to 40 characters and/or spaces.
- Place any attention line on the second line of the name/address block.
- Use the correct postal abbreviation for each state (e.g., SD for South Dakota).
- Place the zip code on the last line of the name/address block. Type nine-digit zip codes with a hyphen separating the two groups of numbers (e.g., 00000-0000).
- Leave at least one blank line between each name/address block.
- Avoid stray or extra marks on the list (e.g., letterhead, dates, debtor's name, and page numbers).
- Avoid the other problems highlighted on the "trouble sheet" at Appendix 4.
- Save the mailing list in an ASCII file format with an appropriate text extension (e.g., .txt).

Sample Mailing List of Creditors

Appendix 3

Albert's Awnings 1515 Sunny Drive Suite 333 Sioux Falls, SD 57101-0000

Bagel Barn 412 West Blvd. Rapid City, SD 57121-0000

Camera Corner Attn: Bud Smith 567 Snapshot Lane Belle Fourche, SD 57717-0000

Credit Check Service 342 Center Drive Pierre, SD 57501-0000

Dr. David Doctor Suite 1212 5888 Merriman Road Merriman, NE 66787-0000

Doug Flannery RR 2, Box 12 Hastings, NE 68666-0000

Kite Flying, Ltd. 4098 Windy Hill Drive Blunt, SD 57202-0000

Mom's Cookie Company 909 Sweet Treat Street Aberdeen, SD 57896-0000

Pricey Paintings 7855 S New Money Lane Sioux Falls, SD 57101-0000 In re Debtor, Inc.

ALBERT'S AWNINGS 1515 SUNNY DRIVE SUITE 333 SIOUX FALLS, SD 57101

Bagel Barn Rapid City, SD 57701

Camera Corner
P.O. Box "J"
567 Snapshot Lane
Suite 7111213
Belle Fourche, SD 57717
Attn: Bud Smith
President & CEO

Credit Check Service Acct. No. 12345 342 Center Drive Pierre, SD 57501 0001

U.S. Trustee Shriver Square-Suite 502 230 S. Phillips Avenue Sioux Falls, SD 57104

← PAGE TITLE

Do not caption or otherwise "label" the mailing list.

← NOT LEFT-JUSTIFIED

Names and addresses must be left-justified.

← ALL UPPER CASE

Use upper and lower case as if you were typing a letter.

← BOLD OR ITALICS

Do not use **bold** or *italics*.

← TWO-LINE ADDRESS

Provide a complete mailing address for each creditor.

← ADDRESS TOO LONG

Limit name and address to no more than six lines of 40 or fewer characters each.

← ATTENTION LINE

Any attention line should be placed on the second line of the address.

ACCOUNT NUMBERS

Do not include account numbers.

← NINE-DIGIT ZIP CODE

Separate the two groups of digits with a dash, not a space.

← PARTIES IN INTEREST

List only creditors. Do not list debtor, debtor's attorney, U.S. Trustee, etc.

† STRAY MARKS

PAGE NUMBER → -1-

Do not number pages or type anything but creditors' names and addresses on list. No lines, symbols, etc. should appear on list.

In re:) Bankr. Case No. 04-10000) Chapter <i>7</i>
JANE A. ANONYMOUS,)
f/d/b/a Anne's Pottes 'n Pannes, ¹ Debtor.) AMENDMENT TO PETITION)
Debtor Jane A. Anonymous amends h	ner petition as follows: ²
1. Other Names used by De	ebtor: Anne's Pottes 'n Pannes
2. County of Residence: M	lerit
3. Nature of Debts: Busine	ss
I declare under penalty of perjury that true and correct.	the information contained in this amendment is
Dated: February 9, 2004	Jane A. Anonymous

Appendix 5 (cont'd)

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

² If the amendments are voluminous, they may be set forth in an attachment.

In re:)	Bankr. Case No. 04-10000
)	Chapter 7
JANE A. ANONYMOUS,)	
f/d/b/a Anne's Pottes 'n Pannes, ¹)	NOTICE OF
)	AMENDMENT TO PETITION
Debtor.)	

TO THE COURT, ALL CREDITORS, AND PARTIES IN INTEREST:²

Debtor Jane A. Anonymous has filed papers with the Court to amend her petition to:

- (1) add her trade name, Anne's Pottes 'n Pannes;
- (2) add her county of residence, Merit; and
- (3) describe the nature of her debts, business.³

Your rights may be affected. You should discuss this notice with your attorney. If you do not have an attorney, you may wish to consult one.

Dated: February 9, 2004

Joseph J. Jones, Esq.
101 E. Legal Lane

Justice, SD 57000-0000

Tele: 605/555-5555 Fax: 605/555-556

Appendix 6 (cont'd)

- ¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).
- ² Notice of an amendment to a petition must be served on all creditors and other parties in interest.
- ³ Including a summary of the amendment in the Notice is recommended, but is not required by the Code or a federal rule.

Appendix 7 Sample Combined Amendment to Petition and Notice of Amendment

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

n re:) Bankr. Case No. 04-10000) Chapter 7		
JANE A. ANONYMOUS, f/d/b/a Anne's Pottes 'n Pannes, Debtor.) AMENDMENT TO PETITION) AND NOTICE OF AMENDMENT)		
TO THE COURT, ALL CREDITORS, AI	ND PARTIES IN INTEREST:2		
Debtor Jane A. Anonymous amends h	ner petition as follows: ³		
1. Other Names used by De	ebtor: Anne's Pottes 'n Pannes		
2. County of Residence: M	lerit		
3. Nature of Debts: Busine	ess		
declare under penalty of perjury that true and correct.	the information contained in this amendment is		
Dated: February 9, 2004	Jane A. Anonymous		
Your rights may be affected by this a attorney. If you do not have an attor	mendment. You should discuss this with your ney, you may wish to consult one.		
Dated: February 9, 2004			
	Joseph J. Jones, Esq. 101 E. Legal Lane Justice, SD 57000-0000 Tele: 605/555-5555 Fax: 605/555-5555		

Appendix 7 (cont'd)

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

² Notice of an amendment to a petition must be served on all creditors and other parties in interest.

 $^{^{3}}$ If the amendments are voluminous, they may be set forth in an attachment.

In re:)	Bankr. Case No. 04-10000
)	Chapter 7
JANE A. ANONYMOUS,)	
f/d/b/a Anne's Pottes 'n Pannes, ¹)	AMENDMENT TO MAILING LIST
)	
Debtor.)	

Debtor hereby amends her mailing list to add the following creditors:²

Boomer's Fireworks 7476 Black Cat Blvd. Justice, SD 57000

Bruce's Gun Emporium 357 Magnum Lane Justice, SD 57000

and correct the address of the following creditor:

Bud's Bar 1202 Tipsy Drive Justice, SD 57000

Attached is a supplement to the mailing list in the format prescribed by the Clerk that includes the added creditor.³

Dated: February 9, 2004.

Joseph J. Jones, Esq.
101 E. Legal Lane

Justice, SD 57000-0000

Tele: 605/555-5555 Fax: 605/555-5556

Appendix 8 (cont'd)

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

² If the mailing list is being amended to **add** a creditor, Schedule D, E, or F (as appropriate) must also be amended to include that creditor.

³ If no new creditors are being added to the mailing list, delete the last paragraph of the sample Amendment and do **not** attach a supplement to the mailing list.

Boomer's Fireworks¹ 7476 Black Cat Blvd. Justice, SD 57000

Bruce's Gun Emporium 357 Magnum Lane Justice, SD 57000

¹ Do **not** caption or otherwise label the supplement to the mailing list. Include **only** the names and addresses of **new** creditors being **added** to the mailing list. Creditors who were on the original mailing list should **not** be included, **even if their addresses are being corrected**. The supplement to the mailing list must be **left-justified** (not centered).

In re:) Bankr. Case No) Chapter 7	. 04-10000		
JANE A. ANONYMOUS, f/d/b/a Anne's Pottes 'n Pannes Debto) , ¹) AMENDMENT 1)	ΓΟ SCHEDULE F ²		
Debtor Jane A. Anonymous her	eby amends her Schedule F a	as follows: ³		
Add the following claim:				
Hazel's Dry Cleaning 1802 Hanger Lane Justice, SD 57000	incurred March, 2003	\$1,200.00 (disputed)		
Correct the amount of the	e following claim:			
Bud's Bar	incurred February, 2003	\$ 857.22		
The total amount of claims of creditors holding unsecured, nonpriority claims following this amendment is \$22,993.12.				
I declare under penalty of perjury that the information contained in this amendment is true and correct.				
Dated: February 9, 2004				
Jane A. Anonymous				

Appendix 9 (cont'd)

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

² If Schedule D, E, and/or F is being amended to **add** a creditor, the mailing list of creditors must also be amended to include that creditor.

³ If the amendments are voluminous, they may be set forth in an attachment.

n re:)	Bankr. Case No. 04-10000
)	Chapter 7
JANE A. ANONYMOUS,)	
f/d/b/a Anne's Pottes 'n Pannes, ¹)	NOTICE OF
)	AMENDMENT TO SCHEDULE F
Debtor.)	

TO THE COURT AND ALL PARTIES IN INTEREST:2

Debtor Jane A. Anonymous has filed papers with the Court to amend her Schedule F to:

- (1) add Hazel's Dry Cleaning, which has a disputed claim for \$1,200.00; and
- (2) change the amount of Bud's Bar's claim from \$912.82 to \$857.22.3

Your rights may be affected. You should discuss this notice with your attorney. If you do not have an attorney, you may wish to consult one.

Dated: February 9, 2004

Joseph J. Jones, Esq.

Joseph J. Jones, Esq. 101 E. Legal Lane

Justice, SD 57000-0000

Tele: 605/555-5555 Fax: 605/555-5566

Appendix 10 (cont'd)

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

² If Schedule C is being amended, insert instead "TO THE COURT, ALL CREDITORS, AND PARTIES IN INTEREST:".

³ Including a summary of the amendment in the Notice is recommended, but is not required by the Code or a federal rule.

In re:) Bankr. Case No. 04-10000) Chapter 7
JANE A. ANONYMOUS, f/d/b/a Anne's Pottes 'n Pannes, Debtor.) AMENDMENT TO SCHEDULE F) AND NOTICE OF AMENDMENT ²)
TO THE COURT AND PARTIES IN IN	NTEREST: ³
Debtor Jane A. Anonymous amends	s her Schedule F as follows:4
Add the following claim:	
Hazel's Dry Cleaning 1802 Hanger Lane Justice, SD 57000	incurred March 2003 \$1,200.00 (disputed)
Correct the amount of the fol	lowing claim:
Bud's Bar	incurred February 2003 \$ 857.22
The total amount of claims of credito this amendment is \$22,993.12.	rs holding unsecured, nonpriority claims following
I declare under penalty of perjury that true and correct.	at the information contained in this amendment is
Dated: February 9, 2004	Jane A. Anonymous
	amendment. You should discuss this with your orney, you may wish to consult one.
Dated: February 9, 2004	
	Joseph J. Jones, Esq. 101 E. Legal Lane
	Justice, SD 57000-0000
	Tele: 605/555-5555 Fax: 605/555-5555

Appendix 11 (cont'd)

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

² If Schedule D, E, and/or F is being amended to **add** a creditor, the mailing list of creditors must also be amended to include that creditor.

³ If Schedule C is being amended, insert instead "TO THE COURT, ALL CREDITORS, AND PARTIES IN INTEREST:".

⁴ If the amendments are voluminous, they may be set forth in an attachment.

NORTHERN (Aberdeen)	CENTRAL (Pierre)	SOUTHERN (Sioux Falls)	WESTERN (Rapid City)
Brown	Buffalo	Aurora	Bennett
Campbell	Dewey	Beadle	Butte
Clark	Faulk	Bon Homme	Custer
Codington	Gregory	Brookings	Fall River
Corson	Haakon	Brule	Harding
Day	Hand	Charles Mix	Jackson
Deuel	Hughes	Clay	Lawrence
Edmunds	Hyde	Davison	Meade
Grant	Jerauld	Douglas	Pennington
Hamlin	Jones	Hanson	Perkins
McPherson	Lyman	Hutchinson	Shannon
Marshall	Mellette	Kingsbury	
Roberts	Potter	Lake	
Spink	Stanley	Lincoln	
Walworth	Sully	McCook	
	Todd	Miner	
	Tripp	Minnehaha	
	Ziebach	Moody	
		Sanborn	
		Turner	
		Union	
		Yankton	

In re:)	Bankr. Case No. 04-10000
)	Chapter 7
JANE A. ANONYMOUS,)	
f/d/b/a Anne's Pottes 'n Pannes, ¹)	NOTICE OF MOTION
)	FOR RELIEF FROM STAY
Debtor.)	

TO ALL PARTIES IN INTEREST:

Easy Credit Finance Co. Inc. has filed papers with the Court asking the Court to grant it relief from the automatic stay.² **Your rights may be affected**. You should read these papers carefully and discuss them with your attorney. If you do not have an attorney, you may wish to consult one.

If you do not want the Court to grant Easy Credit Finance Co. Inc. relief from the automatic stay,² then by **June 4**, **2004**,³ you or your attorney must file with the Bankruptcy Clerk, whose address is 225 S. Pierre St., Room 203, Pierre, SD 57501,⁴ a typewritten response explaining your position. You may mail your response to the Clerk, but if you do, you must mail it early enough to ensure the Clerk receives it by this date. You must also mail a copy of your response to the attorney for the moving party, whose address is shown below, and to the other parties in interest, whose names and addresses may be obtained by contacting the Clerk at (605) 224-6013.⁴

If you file and serve a response by the date stated above, the Court will schedule a hearing, if needed, and give you written notice of the date, time, and location of that hearing. Otherwise, the Court may decide that you do not oppose the relief requested by Easy Credit Finance Co. Inc. and may enter an order granting that relief without holding a hearing.

Dated May 22, 2004.

William W. Williams, Esq.

202 Barrister Blvd.
Justice, SD 57000
Tele: 605/555-3333

Tele: 605/555-3333 Fax: 605/555-3334

Appendix 13 (cont'd)

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

² Describe the relief sought in general terms.

³ For the date by which a response to a particular type of motion must be filed, refer to the local bankruptcy rules and the Clerk's notice and service requirements checklist (available on the Court's web page, www.sdb.uscourts.gov).

⁴ For the Clerk's address and phone number, use the Clerk's Sioux Falls address and phone number for Southern Division cases and the Clerk's Pierre address and phone number for Northern, Central, and Western Division cases.

Appendix 14

Sample Notice of Hearing on Objection to Claim (Telephonic)

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

In re:)	Bankr. Case No. 04-10000
)	Chapter 7
JANE A. ANONYMOUS,)	
f/d/b/a Anne's Pottes 'n Pannes, ¹)	NOTICE OF HEARING ON
)	OBJECTION TO CLAIM (TELEPHONIC)
Debtor.)	

TO EASY CREDIT FINANCE CO., INC. AND OTHER PARTIES IN INTEREST:

Chapter 7 Trustee Samuel S. Smith has filed an objection to Easy Credit Finance Co., Inc.'s claim in this bankruptcy case. This claim may be reduced, modified, or disallowed. You should read these papers carefully and discuss them with your attorney. If you do not have an attorney, you may wish to consult one.

If you do not want the Court to reduce, modify, or disallow Easy Credit Finance Co., Inc.'s claim, then on or before July 1, 2004,3 you (or your attorney) must file a typewritten response explaining your reasons with the Clerk's office, whose address is 225 S. Pierre St., Room 203, Pierre, SD 57501. You may mail your response, but if you do, you must mail it early enough to ensure the Clerk's office receives it by July 1, 2004. You must also mail a copy of your response to the objecting party, whose address is shown below, and to the other parties in interest, whose names and addresses may be obtained by contacting the Clerk's office at (605) 224-6013.

The Court will hold a telephonic hearing at 9:00 a.m. Central Time on July 20, 2004 to decide whether to reduce, modify, or disallow Easy Credit Finance Co.'s claim. If you file a timely response and include your telephone number in your response, the Court will call you (or your attorney) at that time. If an evidentiary hearing is needed, the Court will set the date, time, and place for the evidentiary hearing during the telephonic hearing.

If you do not file and serve a response on or before July 1, 2004, the Court may decide you do not oppose the relief requested by Trustee Smith and may enter an order granting that relief following the hearing.

Dated May 22, 2004.

Samuel S. Smith, Trustee P.O. Box "S"

Justice, SD 57000 Tele: 605/555-8888

Fax: 605/555-8889

Appendix 14 (cont'd)

- ¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).
- ² Use this form for Northern, Central, and Western Division cases. Use the form provided at Appendix 15 for Southern Division cases.
- ³ For the date by which a response must be filed, use a date at least 30 days (33 days for service by mail) after service of the notice and objection.
- ⁴ A hearing must be scheduled on all objections to proofs of claim. Contact the scheduling deputy (605-224-1142) to obtain a date and time.

In re:)	Bankr. Case No. 04-40000
)	Chapter 7
JANE A. ANONYMOUS,)	
f/d/b/a Anne's Pottes 'n Pannes, ¹)	NOTICE OF HEARING ON
)	OBJECTION TO CLAIM ²
Debtor.)	

TO EASY CREDIT FINANCE CO., INC. AND OTHER PARTIES IN INTEREST:

Chapter 7 Trustee Samuel S. Smith has filed an objection to Easy Credit Finance Co., Inc.'s claim in this bankruptcy case. **This claim may be reduced, modified, or disallowed**. You should read these papers carefully and discuss them with your attorney. If you do not have an attorney, you may wish to consult one.

If you do not want the Court to reduce, modify, or disallow Easy Credit Finance Co., Inc.'s claim, then on or before **July 1, 2004**, you (or your attorney) must file a typewritten response explaining your reasons with the Clerk's office, whose address is 400 S. Phillips Ave., Room 104, Sioux Falls, SD 57104-6851. You may mail your response, but if you do, you must mail it early enough to ensure the Clerk's office receives it by **July 1, 2004**. You must also mail a copy of your response to the objecting party, whose address is shown below, and to the other parties in interest, whose names and addresses may be obtained by contacting the Clerk's office at (605) 330-4541.

The Court will hold a hearing at **9:00 a.m.** on **July 8, 2004**⁴ in the Bankruptcy Courtroom, Room 117, U.S. Courthouse, 400 South Phillips Avenue, Sioux Falls, South Dakota to decide whether to reduce, modify, or disallow Easy Credit Finance Co.'s claim.

If you do not file and serve a response on or before **July 1, 2004**, the Court may decide you do not oppose the relief requested by Trustee Smith and may enter an order granting that relief following the hearing.

Dated May 22, 2004.

Samuel S. Smith, Trustee P.O. Box "S"

P.O. Box "S"

Justice, SD 57000

Tele: 605/555-8888 Fax: 605/555-8889

Appendix 15 (cont'd)

- ¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).
- ² Use this form for Southern Division cases. Use the form provided at Appendix 14 for Northern, Central, and Western Division cases.
- ³ For the date by which a response must be filed, use a date at least 30 days (33 days for service by mail) after service of the notice and objection.
- ⁴ A hearing must be scheduled on all objections to proofs of claim. Contact the scheduling deputy (605-224-1142) to obtain a date and time.¹

In re:)	Bankr. Case No. 04-10000
)	Chapter 7
JANE A. ANONYMOUS,)	
f/d/b/a Anne's Pottes 'n Pannes, ¹)	TRUSTEE'S MOTION TO
)	SHORTEN NOTICE OF TRUSTEE'S
)	MOTION TO APPROVE SALE OF
Debtor.)	PERISHABLE GOODS

In support of his Motion to Shorten Notice of his Motion to Approve Sale of Perishable Goods, Trustee S. Samuel Smith states that:

- (1) Trustee has filed a Motion to Approve Sale of Perishable Goods ("Motion"), which if approved, will net \$250.00 for the bankruptcy estate.
- (2) Trustee asks that notice of his Motion be shortened and that a deadline of May 3, 2004 be set for objecting to his Motion, for the following reason(s):
 - (a) Debtor has listed certain perishable goods on her Schedule B.
 - (b) Trustee has located a buyer who is willing to purchase these goods, provided they can be delivered to her no later than May 4, 2004.
 - ©) If the goods are not sold by that date, they will spoil and have no value to the estate.

Wherefore, Trustee respectfully requests that the Court enter an order setting May 3, 2004 as the deadline for objecting to his Motion.

Dated: April 27, 2004

Samuel S. Smith, Trustee

P.O. Box "S"

Justice, SD 57000 Tele: 605/555-8888 Fax: 605/555-8889

Appendix 16 (cont'd)

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

In re:)	Bankr. Case No. 04-10000
)	Chapter 7
JANE A. ANONYMOUS,)	
f/d/b/a Anne's Pottes 'n Pannes, ¹)	TRUSTEE'S MOTION TO LIMIT
)	NOTICE OF TRUSTEE'S MOTION
Debtor.)	TO APPROVE SALE OF CAR

In support of his Motion to Limit Notice of his Motion to Approve Sale of Car, Trustee S. Samuel Smith states that:

- (1) Trustee has filed a Motion to Approve Sale of Car ("Motion"), which if approved, will net \$250.00 for the bankruptcy estate.
- (2) Trustee asks that notice of his Motion be limited to parties in interest and those creditors who have timely filed proofs of claim, for the following reasons:
 - (a) Debtor has listed 250 creditors on her schedules. If notice is not limited in the manner requested, the costs of reproducing (\$.10 X 250 creditors) and mailing (\$.37 X 250 creditors) notice of Trustee's motion will reduce the amount available for distribution to creditors to \$140.00.
 - (b) The interests of those creditors who have not filed notices of appearance or proofs of claim will be adequately represented by the parties to whom Trustee wishes to limit notice.

Wherefore, Trustee respectfully requests that the Court enter an order limiting notice of Trustee's Motion to parties in interest and those creditors who have timely filed proofs of claim.

Dated: February 27, 2004

Samuel S. Smith, Trustee

P.O. Box "S"

Justice, SD 57000 Tele: 605/555-8888 Fax: 605/555-8889

Appendix 17 (cont'd)

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

n re:)	Bankr. Case No. 04-10000
)	Chapter 7
JANE A. ANONYMOUS,)	
f/d/b/a Anne's Pottes 'n Pannes, ¹)	ORDER LIMITING NOTICE
)	ON TRUSTEE'S MOTION
Debtor.)	TO APPROVE SALE OF CAR

Upon consideration of Trustee S. Samuel Smith's Motion to Limit Notice on Motion to Approve Sale of Car, filed by Trustee Smith on March 1, 2004, and for cause shown,

IT IS HEREBY ORDERED that notice of Trustee Smith's Motion to Approve Sale of Car shall be limited to parties in interest and those creditors who have timely filed proofs of claim.

So ordered:2

Appendix 18 (cont'd)

¹ List all other Clerk's docket).	ed by 1	the c	debtor(s)	in	the	last	six	years	(as	shown	on	the
² Do not includ- block for the jud	i.e., "C	atec	this		day	of _		_, 200)6")	or a si	gnat	ure

In re:)	Bankr. Case No. 04-10000 Chapter 7	
JANE A	A. ANONYMOUS,)	•	
	Anne's Pottes 'n Pannes, ¹)	DISCLOSURE OF COMPENSATION	
	Debtor.)		
declare followi	e that within one year of the fili	ing of t for se	Bankr.P. 2016(b), and LBR 2016-1(a), the petition herein I have been paid ² the ervices rendered or to be rendered incase.	е
(b)	Legal Fees: Sales Tax, Filing Fee, Other Costs: Total:		\$4 + \$4	
	eturn for the compensation set to render the following legal se		in \P 1 $^{\circ}$) above, I have rendered or haves (check all that apply):	е
, 	whether to file a petition in bankruptc	y; on, sche	d rendering advice to the debtor in determinin nedules, and statement of financial affairs; and editors. ⁵	g
3. I ha	ive not shared or agreed to share	e my fe	fees with anyone who is not a member o	r

Dated: February 6, 2004

an associate of my law firm.6

Joseph J. Jones, Esq. 101 E. Legal Lane

Justice, SD 57000-0000

Tele: 605/555-5555 Fax: 605/555-5566

Appendix 19 (cont'd)

COMMITTEE NOTES

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

³ If someone other than the debtor has paid (or in a chapter 11, 12, or 13 case, will pay) the fees, substitute that person's name for the debtor's.

(d)	I have received:	-	\$
(e)	I am still owed:	=	\$

² In a chapter 7 case, fees for services rendered or to be rendered through the § 341 meeting of creditors must be paid in full before the petition is filed. In a chapter 11, 12, or 13 case, add "or have agreed to be paid," if necessary.

⁴ In a chapter 11, 12, or 13 case, add the following lines, if necessary.

 $^{^{5}}$ In a chapter 11, 12, or 13 case, modify the form to list the other services to be performed, e.g., preparing and filing the plan and representing the debtor through confirmation of a plan.

⁶ If there is a fee sharing agreement, revise ¶ 3 to read, "I have shared or have agreed to share my fees with [name], who is not a member or associate of my law firm." If the fee sharing agreement has been reduced to writing, add "I have attached a copy of our agreement."

In re:) Bankr. Case No. 04-10000) Chapter 7
JANE A. ANONYMOUS,)
f/d/b/a Anne's Pottes 'n Pannes, ¹ Debtor.) SUPPLEMENTAL) DISCLOSURE OF COMPENSATION)
declare that since the filing of my Disclosure of Compensation onchanged as follows: ² Debtor has paid me \$125.00 to judgments voided in bankruptcy. Debtor has agreed to pay me \$	Fed.R.Bankr.P. 2016(b), and LBR 2016-1(a), I sclosure of Compensation or last Supplemental, my fee arrangement with Debtor has o prepare and file a motion to discharge 125.00 per hour plus actual expenses to ility action filed by her former spouse.
Dated: March 6, 2004	Joseph J. Jones, Esq. 101 E. Legal Lane Justice, SD 57000-0000 Tele: 605/555-5555 Fax: 605/555-5556

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

² List **all** changes since original disclosure of compensation or most recent supplemental disclosure of compensation, including additional services rendered or to be rendered and payments received or to be received.

In re:)	Bankr. No. 04-10000
)	Chapter 13
SHEEZA DEBTOR,)	
f/k/a Sheeza Single, ¹)	ORDER APPROVING
)	APPLICATION FOR COMPENSATION
	Debtor.)	FOR DEBTOR'S ATTORNEY

Upon consideration of the Application for Compensation and Reimbursement of Expenses, filed by Joseph J. Jones on April 1, 2004, and the record before the Court, and it appearing that no timely objection thereto was timely filed, and for cause shown,

IT IS HEREBY ORDERED that Attorney Jones is awarded \$2,000.00 for compensation, \$380.00 for reimbursement of expenses, and \$120.00 for applicable sales tax, for a total award of \$2,500.00. Against this total, Attorney Jones's \$1,000.00 retainer shall be applied. The remaining balance of \$1,500.00 shall be paid by Trustee Dale A. Wein pursuant to the terms of Debtor's confirmed plan.

So ordered:2

Appendix 21 (cont'd)

¹ List all other Clerk's docket).	ed by 1	the c	debtor(s)	in	the	last	six	years	(as	shown	on	the
² Do not includ- block for the jud	i.e., "C	atec	this		day	of _		_, 200)6")	or a si	gnat	ure

In re:)	Bankr. No. 04-40000
)	Chapter 13
WADE G. EARNER,)	
a/k/a W.G. Earner,1)	PLAN DATED April 1, 2004 ²
)	
	Debtor.)	

- 1. **Payments by Debtor to Trustee**: Debtor will pay the Trustee \$500.00 per month for 36 months (the "plan term"), for a total of \$18,000. Debtor will make the first payment on May 1, 2004 and the last payment on April 1, 2007.
- 2. **Payments by Trustee to Creditors**: After deducting his 10% fee, the Trustee will make the following payments, beginning the first month following confirmation of this plan (month "1"):

a. **Priority Claims**:

Creditor	Claim	Int.	Pymnt.	Mos.	Total
Boyd R. Dee, Esq.	\$1,060.00	0%	\$106.00	1-10	\$1,060.00
Internal Revenue Service	\$5,000.00	8%	\$156.69	1-36	\$5,640.84

b. Secured Claims in Default:

Creditor	Default	Int.	Pymnt.	Mos.	Total
E-Z Finance Co.	\$500.00	18%	\$18.08	1-36	\$650.88

In addition, Debtor will make the regular payments on secured claims in default that come due after the date the petition was filed. Each secured creditor whose claim is in default will retain its lien until its secured claim is paid in full.

c. Other Secured Claims:

Creditor	Claim	Int.	Pymnt.	Mos.	Total
E-Z-R Finance Co.	\$5,000.00	12%	\$71.74	1-36	\$2,582.64
E-Z-Est Finance Co.	\$1,000.00	8%	\$31.34	1-36	\$1,128.24

At the end of the plan term, Debtor will pay the balance remaining on any of these secured claims by continuing to make the payment listed above until the secured claim has been paid in full. Each secured creditor will retain its lien until its secured claim is paid in full.

d. **Unsecured Claims**: After making the payments to priority and secured creditors described above, the Trustee will distribute the balance of the payments made by Debtor to unsecured creditors who timely file a proof of claim. Any unsecured creditor who receives appropriate notice of the case but fails to timely file a proof of claim will be discharged to the extent set forth in 11 U.S.C. § 1328(a) when Debtor completes all plan payments. If all unsecured creditors known to Debtor timely file proofs of claim, each unsecured creditor will be paid approximately 51.37% of its claim.

Appendix 22 (cont'd)

3. **Direct Payment of Unimpaired Claims:** Debtor will make all required payments on the following unimpaired claim(s) until paid in full according to the terms of the original agreement(s) between Debtor and the creditor(s).

Creditor	Claim	Pymnt.	Frequency
E-Z-Estier Finance Co.	\$10,000.00	\$500.00	Monthly

These payments will be made DIRECTLY to the creditor, not to the Trustee, and will not be subject to the Trustee's supervision or control. The creditor will receive no payment in any amount from the Trustee on account of this claim.³ Each secured creditor will retain its lien until its secured claim is paid in full.

- 4. **Disbursements by Trustee**. The Trustee shall disburse available funds first to all scheduled installments in the following order: administrative expenses, including attorney fees, unsecured priority claims, and secured claims. Thereafter, the Trustee shall disburse available funds to claims without installment payment schedules in the following order: administrative expenses, including attorney fees, unsecured priority claims, and unsecured non-priority claims.⁴
- 5. Other provisions: None.5
- 6. **Disposable Income:** If the Trustee or an unsecured creditor objects to confirmation of this plan,⁶ all of the debtor's disposable income to be received in the three-year period beginning on May 1, 2004 will be applied to make payments under this plan.⁷
- 7. **Attachments:** Attached hereto and incorporated herein by reference is a liquidation analysis that demonstrates that creditors will receive as much or more than they would if Debtor's non-exempt assets were liquidated in a chapter 7 bankruptcy.⁸

Tele: (605) 555-6666 Fax: (605) 555-6667

Dated: April 1, 2004.	Wade G. Earner
	Boyd R. Dee, Esq.
	P.O. Box "X"
	Justice, SD 57000-0000

- ¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).
- ² Do **not** repeat the chapter number or use the word "Debtor" or "Debtor's" in the title. If the plan has been modified, the proper title is "Modified Plan Dated [date]," **regardless of the number of times it has been modified**. Do **not** include "Second," "Third," etc.
- ³ Clearly identify all creditors whose claims are to be paid directly by the debtor, whether the claim relates to a home mortgage, a contract for deed, an automobile loan or lease, or some other type of debt. If there are no creditors whose claims are to be paid directly by the debtor, delete this paragraph and renumber the remaining paragraphs accordingly.
- ⁴ In chapter 13 only. In chapter 12, delete this paragraph and renumber remaining paragraphs accordingly.
- ⁵ See 11 U.S.C. §§ 1222(b) or 1322(b) for a non-inclusive list of possible "other provisions", including assumption or rejection of executory contracts. Include in this paragraph (¶ 5) the maximum amount, terms, and lender for any planned borrowing in the ordinary course of business during the plan term.
- ⁶ Because standing trustees routinely object to confirmation of any plan that neither proposes to pay all unsecured creditors in full nor offers disposable income, the debtor may wish to consider avoiding such an objection by deleting "If the Trustee or an unsecured creditor objects to confirmation of this plan" and offering disposable income from the start.
- ⁷ See 11 U.S.C. §§ 1225(b) or 1322(b) for determination of disposable income period.
- ⁸ If the debtor is engaged in business (including farming), add "a statement of Debtor's income and expenses for the past 12 months, and a projection of Debtor's income and expenses during the plan term".

Appendix 23 Sample Notice of Confirmation Hearing (Telephonic) (Chapter 12)

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

In re:)	Bankr. Case No. 04-50000
)	Chapter 12
PHIL N. DeBLANQUE,)	
d/b/a DeBlanque Ched	ck Farm, ¹)	NOTICE OF
)	CONFIRMATION HEARING
	Debtor.)	(TELEPHONIC) ²

TO ALL CREDITORS AND OTHER PARTIES IN INTEREST:

Debtor has filed a plan³ dated April 1, 2004.⁴ Your rights may be affected. You should read these papers carefully and discuss them with your attorney. If you do not have an attorney, you may wish to consult one.

If you do not want the Court to confirm (that is, approve) Debtor's plan,² then on or before **April 29**, **2004**,⁵ you (or your attorney) must file a typewritten response explaining your reasons with the Clerk's office, whose address is 225 S. Pierre St., Room 203, Pierre, SD 57501. You may mail your response, but if you do, you must mail it early enough to ensure the Clerk's office receives it by **April 29**, **2004**. You must also mail a copy of your response to Debtor's attorney, whose address is shown below, and to the other parties in interest, whose names and addresses may be obtained by contacting the Clerk's office at (605) 224-6013.

The Court will hold a telephonic hearing at **9:00 a.m.** Central Time on May 11, 2004⁶ to decide whether to confirm Debtor's plan.³ If you file a timely response and include your telephone number in your response, the Court will call you (or your attorney) at that time. If an evidentiary confirmation hearing is needed, the Court will set the date, time, and place for the evidentiary hearing during the telephonic hearing.

If you do not file and serve a response on or before **April 29**, **2004**, the Court may decide you are satisfied with Debtor's plan³ and may enter an order confirming Debtor's plan³ following the confirmation hearing.

Dated April 1, 2004.

H. Lewis Dewey, Esq.

P.O. Box Z

Justice, SD 57000 Tele: 605-555-1212

Fax: 605-555-1212

- ¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).
- ² Use this form for Northern, Central, and Western Division chapter 12 cases. Use the form provided at Appendix 24 for Southern Division cases.
- ³ If the plan has been modified, refer to it as "modified plan," **regardless of the number of times it has been modified**. Do **not** include "second," "third," etc.
- ⁴ Include the date the plan (or modified plan) was signed.
- ⁵ To determine the date by which an objection must be filed, refer to the local bankruptcy rules and the Clerk's notice and service requirements checklist (available on the Court's web page, www.sdb.uscourts.gov).
- ⁶ Contact the scheduling deputy (605-224-1142) to obtain a date and time for the confirmation hearing.

In re:) Bankr. Case No. 04-400	00
) Chapter 12	
PHIL N. DeBLANQUE,)	
d/b/a DeBlanque Check Farm, ¹) NOTICE OF	
•) CONFIRMATION HEARIN	$\sqrt{G^2}$
Debtor.)	

TO ALL CREDITORS AND OTHER PARTIES IN INTEREST:

Debtor has filed a plan³ dated April 1, 2004.⁴ Your rights may be affected. You should read these papers carefully and discuss them with your attorney. If you do not have an attorney, you may wish to consult one.

If you do not want the Court to confirm (that is, approve) Debtor's plan,³ then on or before **April 29**, **2004**,⁵ you (or your attorney) must file a typewritten response explaining your reasons with the Clerk's office, whose address is 400 S. Phillips Ave., Room 104, Sioux Falls, SD 57104-6851. You may mail your response, but if you do, you must mail it early enough to ensure the Clerk's office receives it by **April 29**, **2004**. You must also mail a copy of your response to Debtor's attorney, whose address is shown below, and to the other parties in interest, whose names and addresses may be obtained by contacting the Clerk's office at (605) 330-4541.

The Court will hold a hearing at **9:00 a.m.** on **May 5, 2004**⁶ in the Bankruptcy Courtroom, Room 117, U.S. Courthouse, 400 South Phillips Avenue, Sioux Falls, South Dakota to decide whether to confirm Debtor's plan.³

If you do not file and serve a response on or before **April 29**, **2004**, the Court may decide you are satisfied with Debtor's plan³ and may enter an order confirming Debtor's plan³ following the confirmation hearing.

Dated April 1, 2004.

H. Lewis Dewey, Esq.
P.O. Box Z

Justice, SD 57000 Tele: 605-555-1212 Fax: 605-555-1313

- ¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).
- ² Use this form Southern Division chapter 12 cases. Use the form provided at Appendix 23 for Northern, Central, and Western Division chapter 12 cases.
- ³ If the plan has been modified, refer to it as "modified plan," **regardless of the number of times it has been modified**. Do **not** include "second," "third," etc.
- ⁴ Include the date the plan (or modified plan) was signed.
- ⁵ To determine the date by which an objection must be filed, refer to the local bankruptcy rules and the Clerk's notice and service requirements checklist (available on the Court's web page, www.sdb.uscourts.gov).
- ⁶ Contact the scheduling deputy (605-224-1142) to obtain a date and time for the confirmation hearing.

In re:)	Bankr. Case No. 04-10000
)	Chapter 12
IMA DEBTOR,)	
f/k/a Ima Single, ¹)	ORDER CONFIRMING PLAN ²
)	
	Debtor.)	

The matter before the Court is the confirmation of Debtor's [modified] plan dated March 1, 2004. A hearing was held on April 1, 2004. Appearances included Trustee John S. Lovald, H. Lewis Dewey for Debtor, and Thurston Howell III for First National Bank. Testimony in support of the plan was received from Debtor Ima Debtor. In recognition of and compliance with the findings and conclusions entered on the record,

IT IS HEREBY ORDERED THAT Debtor's plan dated March 1, 2004 is confirmed.³

IT IS HEREBY FURTHER ORDERED THAT Debtor shall make her first payment under the plan on May 1, 2004 and her last payment under the plan on April 1, 2001.

IT IS HEREBY FURTHER ORDERED THAT all of Debtor's disposable income to be received in the three-year period [or such longer period as may be ordered by the Court under 11 U.S.C. § 1222°)] beginning on May 1, 2004 shall be applied to make payments under her plan, as provided by 11 U.S.C. § 1225(b).⁴

So ordered:5

- ¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).
- ² The title remains the same, regardless of whether the original or a modified plan is confirmed, and regardless of whether the Court orders the debtor to file a Plan as Confirmed. Only the content of the order changes if a Plan as Confirmed is filed, as explained in Committee Note 3 below.
- ³ Use the language in the second paragraph if the plan is confirmed without changes. If the plan is confirmed with minor changes and the Court determines that a "plan as confirmed" need not be filed, use the following language instead, "IT IS HEREBY ORDERED THAT Debtor's (or Debtors') Plan Dated (date) is confirmed, with the following clarifications . . ." If the Court determines that a "plan as confirmed" must be filed, use the following language instead, "IT IS HEREBY ORDERED THAT Debtor's (or Debtors') Plan Dated (date) is confirmed, with the clarifications entered on the record and incorporated in the Plan as Confirmed filed simultaneously with this Order."
- ⁴ The language in the fourth paragraph is required if the debtor has offered in the plan to pay disposable income pursuant to 11 U.S.C. § 1225 OR if unsecured creditors are not being paid in full under the plan and the trustee or an unsecured creditor objects to confirmation. See 11 U.S.C. § 1225(b).
- ⁵ Do not include a date (*i.e.*, "Dated this _____ day of ____, 2006") or a signature block for the judge.

Appendix 26 Sample Notice of Confirmation Hearing (Telephonic) (Chapter 13)

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

n re:)	Bankr. Case No. 04-50000
)	Chapter 13
T.O. MORROW,)	
a/k/a Tom Morrow, ¹)	NOTICE OF
)	CONFIRMATION HEARING
	Debtor.)	(TELEPHONIC) ²

TO ALL CREDITORS AND OTHER PARTIES IN INTEREST:

Debtor has filed a plan³ dated April 1, 2004.⁴ Your rights may be affected. You should read these papers carefully and discuss them with your attorney. If you do not have an attorney, you may wish to consult one.

If you do not want the Court to confirm (that is, approve) Debtor's plan,³ then on or before **April 29**, **2004**,⁵ you (or your attorney) must file a typewritten response explaining your reasons with the Clerk's office, whose address is 225 S. Pierre St., Room 203, Pierre, SD 57501. You may mail your response, but if you do, you must mail it early enough to ensure the Clerk's office receives it by **April 29**, **2004**. You must also mail a copy of your response to Debtor's attorney, whose address is shown below, and to the other parties in interest, whose names and addresses may be obtained by contacting the Clerk's office at (605) 224-6013.

The Court will hold a telephonic hearing at **9:00 a.m.** Central Time on May 11, 2004⁶ to decide whether to confirm Debtor's plan.³ If you file a timely response and include your telephone number in your response, the Court will call you (or your attorney) at that time. If an evidentiary confirmation hearing is needed, the Court will set the date, time, and place for the evidentiary hearing during the telephonic hearing.

If you do not file and serve a response on or before **April 29**, **2004**, the Court may decide you are satisfied with Debtor's plan³ and may enter an order confirming Debtor's plan³ following the confirmation hearing.

Dated April 1, 2004.

H. Lewis Dewey, Esq.

P.O. Box Z

Justice, SD 57000 Tele: 605-555-1212

Fax: 605-555-1212

- ¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).
- ² Use this form for Northern, Central, and Western Division chapter 13 cases. Use the form provided at Appendix 27 for Southern Division chapter 13 cases.
- ³ If the plan has been modified, refer to it as "modified plan," **regardless of the number of times it has been modified**. Do **not** include "second," "third," etc.
- ⁴ Include the date the plan (or modified plan) was signed.
- ⁵ To determine the date by which an objection must be filed, refer to the local bankruptcy rules and the Clerk's notice and service requirements checklist (available on the Court's web page, www.sdb.uscourts.gov).
- ⁶ Contact the scheduling deputy (605-224-1142) to obtain a date and time for the confirmation hearing.

In re:)	Bankr. Case No. 04-40000
)	Chapter 13
T.O. MORROW,)	
a/k/a Tom Morrow, ¹)	NOTICE OF
)	CONFIRMATION HEARING ²
	Debtor.)	

TO ALL CREDITORS AND OTHER PARTIES IN INTEREST:

Debtor has filed a plan³ dated April 1, 2004.⁴ Your rights may be affected. You should read these papers carefully and discuss them with your attorney. If you do not have an attorney, you may wish to consult one.

If you do not want the Court to confirm (that is, approve) Debtor's plan,³ then on or before **April 29**, **2004**,⁵ you (or your attorney) must file a typewritten response explaining your reasons with the Clerk's office, whose address is 400 S. Phillips Ave., Room 104, Sioux Falls, SD 57104-6851. You may mail your response, but if you do, you must mail it early enough to ensure the Clerk's office receives it by **April 29**, **2004**. You must also mail a copy of your response to Debtor's attorney, whose address is shown below, and to the other parties in interest, whose names and addresses may be obtained by contacting the Clerk's office at (605) 330-4541.

The Court will hold a hearing at **9:00 a.m.** on **May 5, 2004**⁶ in the Bankruptcy Courtroom, Room 117, U.S. Courthouse, 400 South Phillips Avenue, Sioux Falls, South Dakota to decide whether to confirm Debtor's plan.³

If you do not file and serve a response on or before **April 29, 2004**, the Court may decide you are satisfied with Debtor's plan³ and may enter an order confirming Debtor's plan³ following the confirmation hearing.

Dated April 1, 2004.

H. Lewis Dewey, Esq.

P.O. Box Z Justice, SD 57000

Tele: 605-555-1212 Fax: 605-555-1313

- ¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).
- ² Use this form Southern Division chapter 13 cases. Use the form provided at Appendix 26 for Northern, Central, and Western Division chapter 13 cases.
- ³ If the plan has been modified, refer to it as "modified plan," **regardless of the number of times it has been modified**. Do **not** include "second," "third," etc.
- ⁴ Include the date the plan (or modified plan) was signed.
- ⁵ To determine the date by which an objection must be filed, refer to the local bankruptcy rules and the Clerk's notice and service requirements checklist (available on the Court's web page, www.sdb.uscourts.gov).
- ⁶ Contact the scheduling deputy (605-224-1142) to obtain a date and time for the confirmation hearing.

In re:)	Bankr. Case No. 04-10000
)	Chapter 13
SHEEZA DEBTOR,)	
f/k/a Sheeza Single, ¹)	ORDER CONFIRMING PLAN ²
)	
	Debtor.)	

The matter before the Court is the confirmation of Debtor's [modified] plan dated March 1, 2004. A hearing was held on April 1, 2004. Appearances included Trustee Dale A. Wein, H. Lewis Dewey for Debtor, and Thurston Howell III for First National Bank. In recognition of and compliance with the findings and conclusions entered on the record,

IT IS HEREBY ORDERED THAT Debtor's plan dated March 1, 2004 is confirmed.³

IT IS HEREBY FURTHER ORDERED THAT Debtor shall make her first payment under the plan on May 1, 2004 and her last payment under the plan on April 1, 2007.

IT IS HEREBY FURTHER ORDERED THAT all of Debtor's disposable income to be received in the three-year period [or such longer period as may be ordered by the Court pursuant to the agreement of the parties] beginning on May 1, 2004 shall be applied to make payments under her plan, as provided by 11 U.S.C. § 1325(b).⁴

So ordered:5

- ¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).
- ² The title remains the same, regardless of whether the original or a modified plan is confirmed, and regardless of whether the Court orders the debtor to file a Plan as Confirmed. Only the content of the order changes if a Plan as Confirmed is filed, as explained in Committee Note 3 below.
- ³ Use the language in the second paragraph if the plan is confirmed without changes. If the plan is confirmed with minor changes and the Court determines that a "plan as confirmed" need not be filed, use the following language instead, "IT IS HEREBY ORDERED THAT Debtor's (or Debtors') Plan Dated (date) is confirmed, with the following clarifications . . ." If the Court determines that a "plan as confirmed" must be filed, use the following language instead, "IT IS HEREBY ORDERED THAT Debtor's (or Debtors') Plan Dated (date) is confirmed, with the clarifications entered on the record and incorporated in the Plan as Confirmed filed simultaneously with this Order."
- ⁴ The language in the fourth paragraph is required if the debtor has offered in the plan to pay disposable income pursuant to 11 U.S.C. § 1325 OR if unsecured creditors are not being paid in full under the plan and the trustee or an unsecured creditor objects to confirmation. See 11 U.S.C. § 1325(b).
- ⁵ Do not include a date (*i.e.*, "Dated this _____ day of ____, 2006") or a signature block for the judge.

In re:)	Bankr. Case No. 04-10000
)	Chapter 12
IMA DEBTOR,)	
f/k/a Ima Single, ¹)	NOTICE OF FILING FINAL
)	REPORT AND FINAL ACCOUNT
	Debtor.)	

TO ALL CREDITORS AND OTHER PARTIES IN INTEREST:

Debtor has filed with the Court and served on the chapter 12 trustee a final report and final account.

Debtor believes she has completed all payments under the plan, other than payments to holders of allowed claims provided for under 11 U.S.C. §§ 1222(b)(5) or 1222(b)(10).

Any party objecting to entry of discharge on the grounds that Debtor has failed to complete all plan payments, other than payments to holders of allowed claims provided for under 11 U.S.C. §§ 1222(b)(5) or 1222(b)(10), shall file a motion to dismiss on or before July 7, 2004.²

If no party timely files a motion to dismiss for failure to complete all plan payments, discharge shall be entered.

Dated: June 2, 2004

C.K. Oddson, Esq.

P.O. Box 12

Justice, SD 57000 Tele: 605-555-1212 Fax: 605-555-1213

Appendix 29 (cont'd)

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

 $^{^{2}}$ Use date that is 30 days after service of the notice (33 days if served by mail).

In re:)	Bankr. No. 00-50260
)	Chapter 11
Bob's Feed and Seed, Inc., ¹)	
)	DEBTOR'S MOTION FOR AUTHORIZATION
)	TO USE CASH COLLATERAL OF
)	CRONKITE COMMUNITY BANK
)	AND THE S.B.A. AND REQUEST
Debto	or.)	FOR PRELIMINARY HEARING ²

Debtor Bob's Feed and Seed, Inc., hereby moves the Court for an order authorizing it to use cash collateral, and for a preliminary hearing² and a final hearing on this Motion, as needed, and in support thereof respectfully states:

- (1) Debtor is a retailer of goods for farmers and ranchers in Hill City, South Dakota. On May 11, 2005, Debtor filed a petition seeking relief under Chapter 11 of the Bankruptcy Code.
- (2) Debtor proposes to use \$47,000.00 in "cash collateral," as that term is defined under 11 U.S.C. § 363(a), to maintain the operation of its business until a plan is confirmed in approximately 180 days. Of the \$47,000.00 total authorization sought, Debtor requests preliminary² authorization to use \$12,000.00 within 6 business days, as discussed in paragraph (7) below. The cash collateral proposed to be used includes \$3,457.00 in Debtor's debtor-in-possession checking account at Cronkite Community Bank of Piedmont, South Dakota, and the balance will be received by Debtor post-petition in the form of gross retail receipts.
- (3) Cronkite Community Bank and the Small Business Administration (Rapid City, South Dakota, office) may have an interest in the cash collateral described in paragraph (2) above.
- (4) Debtor contacted each creditor or their counsel, who have neither refused nor agreed to the use of cash collateral as proposed herein.
- (5) Attached to this Motion as Exhibit A³ is Debtor's projected income and projected expenses from the petition date to November 2005, when Debtor expects to have its proposed plan confirmed. This is the term of months during which Debtor wants the authorization to use the cash collateral specified herein.
- (6) Should the Court determine that the creditors identified above have a lien that encumbers property of this bankruptcy estate which may be described as the cash collateral Debtor wants to use, Debtor proposes to provide such creditor with adequate protection as described in Exhibit B,³ attached to this Motion.

Appendix 30 (cont'd)

(7) Pursuant to Fed.R.Bankr.P. 4001(b)(2) and Local Bankr. R. 4001-2., Debtor requests preliminary² authorization to use \$12,000.00 in cash collateral on or before May 18, 2005, when Debtor must pay its employees' wages and benefits and when Debtor must pay its wholesale supplier for alfalfa and sweet clover seed that Debtor presently needs to have on hand for its customers' spring planting. Debtor has no other immediately available source of monies from which these critical expenses may be funded. Debtor has attached as Exhibit C^{2, 3} details of the expenses that it must meet on or before May 18, 2005, which is within the 15- day period following the filing of this Motion.

Wherefore, Debtor requests preliminary² authorization to use cash collateral of \$12,000.00 on or before May 18, 2005, and requests final authorization to use cash collateral of \$47,000.00 in the operation of its business upon the terms and conditions set forth in this Motion and the exhibits³ attached thereto.

Dated: May 12, 2005.

Joseph J. Jones, Jr., Esq. 101 E. Legal Lane Justice, SD 57000-0000 Tele: 605/555-5555

Fax: 605/555-5550 E-mail: jjjones@joneslaw.net

Certificate of Service^{4, 5}

I, Joseph J. Jones, Jr., do hereby certify that on May 12, 2004, I caused copies of the foregoing Debtor's Motion for Authorization to Use Cash Collateral of Cronkite Community Bank and SBA to be served upon:

[list names and addresses here]

by depositing copies of the same in an envelope securely sealed and with first class postage fully prepaid thereon in the United States Mail at Justice, South Dakota, and addressed to the above-named persons at the foregoing addresses the same being the last known addresses of those persons.

Joseph J. Jones, Jr., Esq.

- ¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).
- ² If the debtor does not need to use any cash collateral before the regular 18-day notice period expires, omit all references in the Motion to a preliminary request or a preliminary hearing and omit Exhibit C and any references to it.
- ³ Attach three exhibits to the Motion:

Exhibit A - the debtor's projected income and projected expenses for the time period in which the debtor wants to use the cash collateral. The more specific, the better;

Exhibit B - the debtor's offer of adequate protection for each creditor that has a lien on the cash collateral to be used. The offer should not include plan treatment; if it does, the Motion and notice must be served on all creditor and other parties in interest to be binding on the bankruptcy estate; and

Exhibit C - a detailed list of the exact expenses and their amounts that the debtor needs to pay with cash collateral that it wants preliminarily authorized under Fed.R.Bankr.P. 4001(b)(2) and Local Bankr. R. 4001-2.

- ⁴ If a preliminary hearing is not requested, file the motion and a notice that complies with the Sample Notice of Motion at Appendix 13, serve the motion and notice on parties in interest, as defined by LBR 9001-1(3), and file a certificate of service. The notice must contain a last date for objections that is at least 18 days following service of the motion.
- ⁵ If a preliminary hearing is requested, file the motion. The Court will prepare and enter an order setting the response deadlines regarding the preliminary and final requests. After the order is entered, serve the motion and the order on parties in interest as defined by LBR 9001-1(3), and file a certificate of service. Do not file and serve a separate notice; the order will constitute the notice of the motion.

Sample Order Granting Preliminary Authorization to Use Cash Collateral

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

In re:)	Bankr. No. 00-50260
)	Chapter 11
Bob's Feed and Seed, Inc.,)	
)	ORDER GRANTING DEBTOR
)	PRELIMINARY AUTHORIZATION TO
)	USE CASH COLLATERAL OF CRONKITE
Debtor.)	COMMUNITY BANK AND THE S.B.A.

Upon consideration of the Motion for Authorization to Use Cash Collateral of Cronkite Community Bank and the S.B.A. and Request for Preliminary Hearing filed by Debtor on May 12, 2005, and it appearing that no objections to Debtor's preliminary request were timely filed after appropriate notice; therefore,

IT IS HEREBY ORDERED that Debtor is granted preliminary authorization to use cash collateral of \$12,000.00 under the terms and conditions set forth in Debtor's May 12, 2005, Motion for Authorization to Use Cash Collateral of Cronkite Community Bank and the S.B.A. and Request for Preliminary Hearing.

So ordered:1

Appendix 31 (cont'd)

COMMITTEE NOTES

¹ Do not include a date (*i.e.*, "Dated this _____ day of ____, 2006") or a signature block for the judge.

Appendix 32 Sample Order Granting Final Authorization to Use Cash Collateral

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

In re:)	Bankr. No. 00-50260
)	Chapter 11
Bob's Feed and Seed, Inc.,)	
)	ORDER GRANTING DEBTOR
)	FINAL AUTHORIZATION TO USE CASH
)	COLLATERAL OF CRONKITE
	Debtor.)	COMMUNITY BANK AND THE S.B.A.

Upon consideration of the Motion for Authorization to Use Cash Collateral of Cronkite Community Bank and the S.B.A. and Request for Preliminary Hearing filed by Debtor on May 12, 2005, and it appearing that no objections to Debtor's final request were timely filed after appropriate notice; therefore,

IT IS HEREBY ORDERED that Debtor is granted final authorization to use cash collateral of \$47,000.00 (which includes \$12,000.00 authorized earlier under a preliminary order) under the terms and conditions set forth in Debtor's May 12, 2005, Motion for Authorization to Use Cash Collateral of Cronkite Community Bank and the S.B.A. and Request for Preliminary Hearing.

So ordered:1

Appendix 32 (cont'd)

COMMITTEE NOTES

¹ Do not include a date (*i.e.*, "Dated this _____ day of ____, 2006") or a signature block for the judge.

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

In re:)	Bankr. No. 00-50260
)	Chapter 11
Bob's Feed and Seed, Inc.,1)	
)	DEBTOR'S MOTION FOR AUTHORITY
)	TO OBTAIN SECURED CREDIT FROM
)	CRONKITE COMMUNITY BANK AND
	Debtor	١	REQUEST FOR PRELIMINARY HEARING ²

Debtor Bob's Feed and Seed, Inc., hereby moves the Court for an order permitting it to obtain secured credit, and for a preliminary hearing² and a final hearing on this Motion, as needed, and in support thereof respectfully states:

- (1) Debtor is a retailer of goods for farmers and ranchers in Hill City, South Dakota. On May 11, 2005, Debtor filed a petition seeking relief under Chapter 11 of the Bankruptcy Code.
- (2) Debtor proposes to obtain credit of \$47,000.00 and to provide security for this debt. The funds borrowed will be used by Debtor to maintain the operation of its business until a plan is confirmed in approximately 180 days. Of the \$47,000.00 total authority sought, Debtor requests preliminary authority² to obtain secured credit of \$12,000.00 on or before May 18, 2005, as discussed in paragraph (5) below.
- (3) Attached to this Motion as Exhibit A³ is Debtor's projected income and projected expenses from the petition date to November 2005, when Debtor expects to have its proposed plan confirmed. This is the term of months during which Debtor wants authority to obtain and use secured credit as set forth in this Motion.
- (4) Debtor proposes to obtain the secured credit from Cronkite Community Bank. The terms of the note and the security for the note are set forth in detail on Exhibit B,3 attached to this Motion. In summary: Debtor proposes to borrow \$47,000.00 at 6.689% interest with the funds to be repaid over 12 months in equal payments beginning July 1, 2005. Security for the note will be Debtor's post-petition receipts and replacement inventory. Debtor will provide monthly cash flow statements and a monthly inventory to the Bank, and Debtor also will maintain its debtor-in-possession account at the Bank.
- (5) Pursuant to Fed.R.Bankr.P. 4001(c)(2) and LBR 4001-3, Debtor requests preliminary authority² to obtain \$12,000.00 in secured credit on or before May 18, 2005, when Debtor must pay its employees' wages and benefits and when Debtor must pay its wholesale supplier for the alfalfa and sweet clover seed that Debtor presently needs to have on hand for its customers' spring planting.

Appendix 33 (cont'd)

Debtor has no other immediately available source of monies from which these critical expenses may be funded. Debtor has attached as Exhibit C^{2, 3} details of the expenses that it must meet on or before May 18, 2005, which is within the 15- day period following the filing of this Motion.

Wherefore, Debtor requests preliminary authority² to obtain secured credit of \$12,000.00 on or before May 18, 2005, and requests final authority to obtain secured credit of \$47,000.00 for the operation of its business upon the terms and conditions set forth in this Motion and the exhibits³ attached thereto.

Dated: May 12, 2005.

Joseph J. Jones, Jr., Esq. 101 E. Legal Lane Justice, SD 57000-0000 Tele: 605/555-5555

Fax: 605/555-5550 E-mail: jjjones@joneslaw.net

Certificate of Service^{4, 5}

I, Joseph J. Jones, Jr., do hereby certify that on May 12, 2004, I caused copies of the foregoing Debtor's Motion to Use Cash Collateral of Cronkite Community Bank and SBA to be served upon:

[list names and addresses here]

by depositing copies of the same in an envelope securely sealed and with first class postage fully prepaid thereon in the United States Mail at Justice, South Dakota, and addressed to the above-named persons at the foregoing addresses the same being the last known addresses of those persons.

Joseph J. Jones, Jr., Esq.

COMMITTEE NOTES

- ¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).
- ² If the debtor does not need secured credit before the regular 18-day notice period expires, omit all references in the motion to a preliminary request or a preliminary hearing and omit Exhibit C and any references to it.
- ³ Attach three exhibits to the Motion:

Exhibit A - the debtor's projected income and projected expenses for the term during which the debtor wants to use the secured credit. The more specific, the better;

Exhibit B - a detailed summary of the terms of the note and security agreement that the debtor proposes to enter into or copies of the note and security agreement themselves; and

Exhibit C - a detailed list of the exact expenses and their amounts that the debtor needs to pay with the secured credit that it wants preliminarily authorized under Fed.R.Bankr.P. 4001(c)(2) and Local Bankr. R. 4001-3.

- ⁴ If a preliminary hearing is not requested, file the motion and a notice that complies with the Sample Notice of Motion at Appendix 13, serve the motion and notice on all creditors and other parties in interest, as defined by LB R 9001-1(3), and file a certificate of service. The notice must contain a last date for objections that is at least 18 days following service of the motion.
- ⁵ If a preliminary hearing is requested, file the motion. The Court will prepare and enter an order setting the response deadlines regarding the preliminary and final requests. After the order is entered, serve the motion and the order on all creditors and other parties in interest, as defined by LBR 9001-1(3), and file a certificate of service. Do not file and serve a separate notice; the order will constitute the notice of the motion.

Appendix 34 Sample Order Granting Preliminary Authority to Obtain Credit

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

n re:)	Bankr. No. 00-50260
)	Chapter 11
Bob's Feed and Seed, Inc.,)	
)	ORDER GRANTING DEBTOR
)	PRELIMINARY AUTHORITY TO
)	OBTAIN SECURED CREDIT FROM
	Debtor.)	CRONKITE COMMUNITY BANK

Upon consideration of the Motion for Authority to Obtain Secured Credit From Cronkite Community Bank and Request for Preliminary Hearing filed by Debtor on May 12, 2005, and it appearing that no objections to Debtor's preliminary request were timely filed after appropriate notice; therefore,

IT IS HEREBY ORDERED that Debtor is granted preliminary authority to obtain secured credit of \$12,000.00 from Cronkite Community Bank under the terms and conditions set forth in Debtor's May 12, 2005, Motion for Authority to Obtain Secured Credit From Cronkite Community Bank and Request for Preliminary Hearing .

So ordered:1

COMMITTEE NOTES

¹ Do not include a date (*i.e.*, "Dated this _____ day of ____, 2006") or a signature block for the judge.

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

In re:)	Bankr. No. 00-50260
)	Chapter 11
Bob's Feed and Seed, Inc.,)	
)	ORDER GRANTING DEBTOR
)	FINAL AUTHORITY TO
)	OBTAIN SECURED CREDIT
	Debtor.)	FROM CRONKITE COMMUNITY BANK

Upon consideration of the Motion for Authority to Obtain Secured Credit From Cronkite Community Bank and Request for Preliminary Hearing filed by Debtor on May 12, 2005, and it appearing that no objections to Debtor's final request were timely filed after appropriate notice; therefore,

IT IS HEREBY ORDERED that Debtor is granted final authority to obtain secured credit of \$47,000.00 (which includes \$12,000.00 authorized earlier under a preliminary order) from Cronkite Community Bank under the terms and conditions set forth in Debtor's May 12, 2005, Motion for Authority to Obtain Secured Credit From Cronkite Community Bank and Request for Preliminary Hearing.

So ordered:1

Appendix 35 (cont'd)

COMMITTEE NOTES

¹ Do not include a date (*i.e.*, "Dated this _____ day of ____, 2006") or a signature block for the judge.

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

In re:) Bankr. Case No. 04-10000	
) Chapter 7	
JANE A. ANONYMOUS,)	
f/d/b/a Anne's Pottes 'n Pannes, ¹) DEBTOR'S MOTION TO AVOID L	_IEN
) PURSUANT TO 11 U.S.C. § 522	(f)
Debtor.)	

In support of her motion to avoid lien pursuant to 11 U.S.C. § 522(f), Debtor states that:

- (1) Debtor owns a Westinghouse refrigerator and a Panasonic microwave, which are held primarily for the personal, family, or household use of Debtor and which have a fair market value of \$1,000.00.
- (2) Debtor has claimed the property described in \P (1) exempt pursuant to S.D.C.L. § 43-45-4.
- (3) Easy Credit Finance Co., Inc. holds a nonpossessory, nonpurchase money security interest in the property described in ¶ 1 to secure Debtor's repayment of the sum of \$250.00.²
- (4) Sears holds a purchase money security interest in the property described in ¶ 1.3
- (5) The lien described in ¶ 3 impairs Debtor's claimed exemption:

Value of Debtor's interest:	\$1	,000.00
Amount of lien to be avoided: ²	\$	250.00
Amount of all other liens: ³	\$	500.00
Debtor's allowed exemption:	\$	300.00
Impairment:	\$	50.00

WHEREFORE, Debtor respectfully requests that the Court enter an order avoiding Easy Credit Co., Inc.'s lien against Debtor's appliances to the extent it impairs Debtor's claimed exemption.

Dated: May 22, 2004.

Joseph J. Jones, Esq. 101 Legal Lane

Justice, SD 57000-0000

Tele: 605/555-5555 Fax: 605/555-556

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

 $^{^2}$ If more than one lien is to be avoided, describe the additional lienholder(s) and lien(s) in ¶ 3 and include the total amount of the lien(s) to be avoided on the appropriate line in ¶ 5.

 $^{^3}$ If there are liens that will not (cannot) be avoided, describe the lienholder(s) and lien(s) in \P 4 and include the total amount of the lien(s) that will not (cannot) be avoided on the appropriate line in \P 5.

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

In re:)	Bankr. Case No. 04-10000
)	Chapter 7
JANE A. ANONYMOUS,)	
f/d/b/a Anne's Pottes 'n Pannes, ¹)	NOTICE OF MOTION TO AVOID LIEN
)	PURSUANT TO 11 U.S.C. § 522(f)
Debtor.)	

TO ALL PARTIES IN INTEREST:

Debtor Jane A. Anonymous has filed papers with the Court to avoid Easy Credit Finance Co. Inc.'s lien against her appliances. **Your rights may be affected**. You should read these papers carefully and discuss them with your attorney. If you do not have an attorney, you may wish to consult one.

If you do not want the Court to avoid Easy Credit Finance Co. Inc.'s lien, then by June 4, 2004,² you or your attorney must file with the Bankruptcy Clerk, whose address is 225 S. Pierre St., Room 203, Pierre, SD 57501,³ a typewritten response explaining your position. You may mail your response to the Clerk, but if you do, you must mail it early enough to ensure the Clerk receives it by this date. You or your attorney must also mail a copy of your response to Debtor's attorney, whose address is shown below, and to the other parties in interest, whose names and addresses may be obtained by contacting the Clerk at (605) 224-6013.³

If you file and serve a response by the date stated above, the Court will schedule a hearing, if needed, and give you written notice of the date, time, and location of that hearing. Otherwise, the Court may decide that you do not oppose the relief requested by Debtor and may enter an order granting that relief without holding a hearing.

Dated May 22, 2004.

Joseph J. Jones, Esq.
101 Legal Lane
Justice, SD 57000

Tele: 605/555-5555 Fax: 605/555-556

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

² For the date by which a response must be filed, use a date at least 13 days after service of the motion and notice.

³ For the Clerk's address and phone number, use the Clerk's Sioux Falls address and phone number for Southern Division cases and the Clerk's Pierre address and phone number for Northern, Central, and Western Division cases.

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

In re:)	Bankr. Case No. 04-10000
)	Chapter 7
JANE A. ANONYMOUS,)	
f/d/b/a Anne's Pottes 'n Pannes, ¹)	ORDER AVOIDING LIEN
)	
Debtor.)	

Upon consideration of Debtor's Motion for Order Avoiding Lien Pursuant to 11 U.S.C. § 522(f), filed by Debtor on May 22, 2004, and the record before the Court, and it appearing that no timely objection to the Motion has been filed,

IT IS HEREBY ORDERED that Easy Finance Co., Inc.'s nonpossessory, nonpurchase money security interest in Debtor's appliances is avoided.

So ordered:2

Appendix 38 (cont'd)

¹ List all other Clerk's docket).	ed by 1	the c	debtor(s)	in	the	last	six	years	(as	shown	on	the
² Do not includ- block for the jud	i.e., "C	atec	this		day	of _		_, 200)6")	or a si	gnat	ure

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

In re: JANE A. ANONYMOUS, f/d/b/a Anne's Pottes 'n Pannes, Debtor.	 Bankr. Case No. 04-10000 Chapter 7 REAFFIRMATION AGREEMENT AND DECLARATION OF ATTORNEY (SECURED DEBT)²
 Debtor Jane A. Anonymous and reaffirms the debt she owes to Credit 	Creditor Eighth National Bank agree that Debtor tor. ³
This debt is secured by a lien ag Creditor agree this property is worth	ainst Debtor's 1975 AMC Gremlin. Debtor and \$1,550.00.
12% per year. Interest will begin to a 36 monthly payments of \$51.50, for a	incipal of \$1,550.00 ⁴ and interest at the rate of accrue on September 1, 2004. Debtor will make a total of \$1,854.00. Debtor's first payment will acipal amount does not include any attorney fees or. ⁶
4. The parties' original note and se	curity agreement dated April 1, 2003 are:
_	ount owed has been reduced to the value of the ent has been reduced by \$49.50. The term has
-	d at any time prior to discharge or within 60 days hever occurs later, by giving written notice of set forth below.
	ot required under the Bankruptcy Code, under eement not in accordance with the provisions of
Dated: September 4, 2004	Jane A. Anonymous
Dated: September 1, 2004	Guy N.A. Greysoot

Eighth National Bank

DECLARATION OF ATTORNEY⁷

I declare under penalty of perjury that I have represented Debtor Jane A. Anonymous in connection with this agreement, that this agreement represents a fully informed and voluntary agreement by Debtor, that this agreement does not impose an undue hardship on Debtor or a dependent of Debtor, and that I have fully advised Debtor of the legal effect and consequences of this agreement and any default under it.

Dated: September 4, 2004

Joseph J. Jones, Esq. 101 E. Legal Lane

Justice, SD 57000-0000

Tele: 605/555-5555 Fax: 605/555-5566

- ¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).
- ² Use this form to reaffirm a secured debt in a case filed before October 17, 2005. To reaffirm an unsecured debt in a case filed before October 17, 2005, refer to Appendix 40. To reaffirm either a secured or an unsecured debt in a case filed on or after October 17, 2005, refer to Appendix 41. This form is intended to comply with 11 U.S.C. § 524[©]). No representation is made that it complies with nonbankruptcy law regarding the extension of credit, including specifically the Truth in Lending Act, 15 U.S.C. § 1601 et seq.
- ³ If the debt being reaffirmed was not listed on the debtor's Statement of Intention, the debtor should file an amended Statement of Intention with the reaffirmation agreement. Refer to Local Bankruptcy Rule 1009-3 for guidance on amending a Statement of Intention.
- ⁴ If the principal amount being reaffirmed is greater than the value of the property (per ¶ 2), include an explanation of why the debtor wishes to reaffirm the unsecured balance in a separately numbered paragraph 4 (and renumber ¶¶ 4, 5, and 6), e.g., "Debtor wishes to reaffirm this undersecured debt because her mother has personally guaranteed it (or the debt may be nondischargeable, the creditor will extend the debtor new credit, the debtor wishes to protect a co-debtor, etc.)."
- ⁵ Include the principal amount being reaffirmed, the interest rate, the number, frequency, and amount of payments, the total sum to be paid, and the date of the first payment.
- 6 If the principal amount being reaffirmed includes attorney fees or other costs, the last sentence of \P 3 should be changed to: "The principal amount includes attorney fees of 4 and costs of 4 incurred by Creditor."
- ⁷ Omit the Declaration of Attorney if the debtor is not represented by an attorney.

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

In re:) Bankr. Case No. 04-10000) Chapter <i>7</i>	
JANE A. ANONYMOUS,)	
f/d/b/a Anne's Pottes 'n Pannes, ¹) REAFFIRMATION AGREEMENT) AND DECLARATION OF ATTORNE	Y
Debtor.) (UNSECURED DEBT) ²	•
 Debtor Jane A. Anonymous and reaffirms the debt she owes to Credit 	Creditor Eighth National Bank agree that Delitor. ³	btoı
2. This debt is unsecured.		
12% per year. Interest will begin to a 36 monthly payments of \$51.50, for	rincipal of \$1,550.00, plus interest at the rate accrue on September 1, 2004. Debtor will m a total of \$1,854.00. Debtor's first payment nount does not include any attorney fees or of	nake wil
4. Debtor wishes to reaffirm this ur guaranteed it. ⁶	nsecured debt because her mother has person	nally
	d at any time prior to discharge or within 60 d chever occurs later, by giving written notice set forth below.	-
	ot required under the Bankruptcy Code, ur eement not in accordance with the provision	
Dated: September 4, 2004	Jane A. Anonymous	
Dated: September 1, 2004	Guy N.A. Greysoot	
	Eighth National Bank	

DECLARATION OF ATTORNEY⁷

I declare under penalty of perjury that I have represented Debtor Jane A. Anonymous in connection with this agreement, that this agreement represents a fully informed and voluntary agreement by Debtor, that this agreement does not impose an undue hardship on Debtor or a dependent of Debtor, and that I have fully advised Debtor of the legal effect and consequences of this agreement and any default under it.

Dated: September 4, 2004

Joseph J. Jones, Esq. 101 E. Legal Lane Justice, SD 57000-0000

Tele: 605/555-5555 Fax: 605/555-5556

- ¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).
- ² Use this form to reaffirm an unsecured debt in a case filed before October 17, 2005. To reaffirm a secured debt in a case filed before October 17, 2005, refer to Appendix 39. To reaffirm either a secured or an unsecured debt in a case filed on or after October 17, 2005, refer to Appendix 41. This form is intended to comply with 11 U.S.C. § 524[©]). No representation is made that it complies with nonbankruptcy law regarding the extension of credit, including specifically the Truth in Lending Act, 15 U.S.C. § 1601 et seq.
- ³ If the debt being reaffirmed was not listed on the debtor's Statement of Intention, the debtor should file an amended Statement of Intention with the reaffirmation agreement. Refer to Local Bankruptcy Rule 1009-3 for guidance on amending a Statement of Intention.
- ⁴ Include the principal amount being reaffirmed, the interest rate, the number, frequency, and amount of payments, the total sum to be paid, and the date of the first payment.
- 5 If the principal amount being reaffirmed includes attorney fees and/or other costs, the last sentence of \P 2 should be changed to: "The principal amount includes attorney fees of 5 and costs of 5 incurred by Creditor."
- ⁶ Include an explanation of why the debtor wishes to reaffirm an unsecured debt (e.g., the debt may be nondischargeable, the creditor will extend the debtor new credit, the debtor wishes to protect a co-debtor, etc.).
- ⁷ Omit the Declaration of Attorney if the debtor is not represented by an attorney.

Sample Reaffirmation Agreement (Reform Act Case)

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

In re:)	Bankr. Case No. 05-10000
)	Chapter 7
JANE A. ANONYMOUS,)	
f/d/b/a Anne's Pottes 'n Pannes, ¹)	REAFFIRMATION AGREEMENT
)	WITH EIGHTH NATIONAL BANK ²
JOHN B. ANONYMOUS,)	
)	
Debtors.)	

Part A: Reaffirmation Disclosure Statement

Before agreeing to reaffirm a debt, review these important disclosures.

SUMMARY OF REAFFIRMATION AGREEMENT

This Summary is made pursuant to the requirements of the Bankruptcy Code.

AMOUNT REAFFIRMED: \$1,550.00

The **Amount Reaffirmed** includes the total amount of debt (principal and any accrued interest) you agree to reaffirm by entering into this agreement plus any related fees and costs that have accrued as of the date of this Reaffirmation Disclosure Statement:

Total Amount of Debt \$1,550.00

Total Fees and Costs \$0.00³

AMOUNT REAFFIRMED \$1,550.00

This is the amount of debt you have agreed to reaffirm.

Your credit agreement may obligate you to pay additional amounts which may come due after the date of this disclosure. Consult your credit agreement.

ANNUAL PERCENTAGE RATE: 12.0%⁴

Security Interest or Lien in Goods or Property⁵

Your debt is secured by a security interest that has not been waived in whole or in part or determined to be void by a final order of the Bankruptcy Court as of the date of this Reaffirmation Disclosure Statement.

A security interest or lien in the following goods or property is asserted over some or all of the debt(s) you are reaffirming:

ITEMS/TYPES ⁶	ORIGINAL AMOUNT OF LOAN ⁷
1975 AMC Gremlin	\$2,000.00

Repayment Schedule

Your payment schedule will be:

<u>Number</u>	<u>Amount</u>	<u>Due Date</u>
1	\$51.50	11/17/2005
2	\$51.50	12/17/2005
3	\$51.50	01/17/2006
36	\$51.50	10/17/20088

Note: When this Reaffirmation Disclosure Statement refers to what a creditor "may" do, it does not use the word "may" to give the creditor specific permission. The word "may" is used to tell you what might occur if the law permits the creditor to take the action. If you have questions about your reaffirming a debt or what the law requires, consult with the attorney who helped you negotiate this agreement reaffirming a debt. If you don't have an attorney helping you, the Bankruptcy Judge will explain the effect of your reaffirming a debt when the hearing on the reaffirmation agreement is held.

Reaffirming a debt is a serious financial decision. The law requires you to take certain steps to make sure the decision is in your best interest. If these steps are not completed, the reaffirmation agreement is not effective, even though you have signed it.

- 1. Read the disclosures in this Part A carefully. Consider the decision to reaffirm carefully. Then, if you want to reaffirm, sign the reaffirmation agreement in Part B (or you may use a separate agreement you and your creditor agree on).
- Complete and sign Part D and be sure you can afford to make the payments you are agreeing to make and have received a copy of the disclosure statement

and a copy of the completed and signed reaffirmation agreement.

- 3. If you were represented by an attorney during the negotiation of your reaffirmation agreement, the attorney must sign the certification in Part C.
- 4. If you were not represented by an attorney during the negotiation of your reaffirmation agreement, you must complete and sign Part E.
- 5. The original of this disclosure must be filed with the Bankruptcy Court by you or your creditor. If a separate reaffirmation agreement (other than the one in Part B) has been signed, it must be attached.
- 6. If you were represented by an attorney during the negotiation of your reaffirmation agreement, your reaffirmation agreement becomes effective upon filing with the Bankruptcy Court unless the reaffirmation is presumed to be an undue hardship as explained in Part D.⁹
- 7. If you were not represented by an attorney during the negotiation of your reaffirmation agreement, the Bankruptcy Court must hold a hearing on the reaffirmation agreement. The Bankruptcy Court will notify you of the date and time of the hearing by an order setting hearing. You must attend that hearing and answer any questions the Bankruptcy Judge may have regarding your reaffirmation agreement. Your reaffirmation agreement will not be effective unless the Bankruptcy Court determines it is consistent with your best interests and enters an order approving it. A hearing will not be held and the Bankruptcy Court does not have to approve your reaffirmation agreement if it is for a consumer debt secured by a mortgage, deed of trust, security deed, or other lien on your real property, such as your home.

Your right to rescind (cancel) your reaffirmation agreement. You may rescind (cancel) your reaffirmation agreement at any time before the Bankruptcy Court enters a discharge order, or before the expiration of the 60-day period that begins on the date your reaffirmation agreement is filed with the Bankruptcy Court, whichever occurs later. To rescind (cancel) your reaffirmation agreement, you must notify the creditor in writing (see Local Bankruptcy Rule 4008-2) that your reaffirmation agreement is rescinded (or canceled).

What are your obligations if you reaffirm the Debt? A reaffirmed debt remains your personal legal obligation. It is not discharged in your bankruptcy case. That means that if you default on your reaffirmed debt after your bankruptcy case is over, your creditor may be able to take your property or your wages. Otherwise, your obligations will be determined by the reaffirmation agreement, which may have changed the terms of the original agreement. For example, if you are reaffirming an open-end credit agreement, the creditor may be permitted by that agreement or applicable law to change the terms of that agreement in the future under certain conditions.

Are you required to enter into a reaffirmation agreement by any law? No, you are not required to reaffirm a debt by any law. You should only agree to reaffirm a debt if it is in your best interest. Be sure you can afford the payments you agree to make.

What if your creditor has a security interest or lien? Your bankruptcy discharge does not eliminate any lien on your property. A "lien" is often referred to as a security interest, deed of trust, mortgage, or security deed. Even if you do not reaffirm and your personal liability on the debt is discharged, because of the lien your creditor may still have the right to take the secured property if you do not pay the debt or if you default on the debt. If the lien is on an item of personal property that you claim exempt or that the Trustee has abandoned, you may be able to redeem the item rather than reaffirm the debt. To redeem, you make a single payment to the creditor equal to the current value of the security property, as agreed by the parties or determined by the Bankruptcy Court.

Part B: Reaffirmation Agreement

We agree to reaffirm the debt arising under the credit agreement described below.

Description of reaffirmation agreement: Debtors agree to pay Eighth National Bank ("Creditor") principal of \$1,550.00 and interest at the rate of 12% per year. Interest will begin to accrue on October 17, 2005. Debtors will make 36 monthly payments of \$51.50, for a total of \$1,854.00. Debtors' first payment will be due on November 17, 2005. Debtors' last payment will be due on October 17, 2008.

Description of any changes to the credit agreement made as a part of this reaffirmation agreement: The amount owed has been reduced to the value of the collateral. The monthly payment has been reduced by \$49.50. The term has been extended 12 months.

Jane A. Anonymous	
John B. Anonymous	
Guy N.A. Greysoot	
	John B. Anonymous

(Date)

(Date)

Part C: Certification by Debtor's Attorney (if any)

agı an	reement by Debtors; (2) this agreeme	ent doe fully a	oresents a fully informed and voluntary es not impose a hardship on Debtors or advised Debtors of the legal effect and fault under this agreement. ¹⁰
(Da		101 E Justic jjj@jus Tele:	ch J. Jones, Esq. E. Legal Lane E. SD 57000-0000 sticeforall.com (605) 555-5555 (605) 555-5556
1.	or any of our dependents. We can at debt because our monthly income (tails \$2,000.00, and our actual curpayments on post-bankruptcy debt	nent w fford t ake ho rrent t and	vill not impose an undue hardship on us to make the payments on the reaffirmed ome pay plus any other income received) monthly expenses including monthly other reaffirmation agreements total e required payments on this reaffirmed
2.	We received a copy of the Reaffirm copy of the completed and signed re		Disclosure Statement in Part A and a mation agreement.

Jane A. Anonymous

John B. Anonymous

Part E: Motion for Court Approval (complete and include only if the debtor is not represented by an attorney)¹³

We affirm the following to b	e true and correct:
We are not represented b agreement.	y an attorney in connection with this reaffirmation
	agreement is in our best interests based on the income losed in Part D (Statement in Support of Reaffirmation
Therefore, we ask the Bank agreement.	ruptcy Court for an Order approving this reaffirmation
(Date)	[Debtor's Name] [Debtor's Daytime Telephone Number] [Debtor's E-Mail Address]
(Date)	[Joint Debtor's Name] [Joint Debtor's Daytime Telephone Number] [Joint Debtor's F-Mail Address]

 $^{^3}$ If the "Total Fees and Costs" are other than \$0.00, itemize the fees and costs and provide the total, *e.g.*:

Late Fees	\$100.00
Attorney Fees	\$150.00
Total Fees and Costs	\$250.00

⁴ Refer to 11 U.S.C. § 524(k)(3)(E) and (F) for guidance regarding the disclosure of the annual percentage rate.

$^\circ$ Alternatively, the Repayme	ent Schedule may state "Your first payment in the amount
of \$ is due on	, but the future payment amount may be different.
Consult your reaffirmation a	agreement or credit agreement, as applicable." OR may
describe the debtor's repayr	ment obligations with reasonable specificity to the extent
then known to the disclosin	ng party.

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

² Use this form to reaffirm either a secured or an unsecured debt in a case filed on or after October 17, 2005. To reaffirm a secured debt in a case filed before October 17, 2005, refer to Appendix 39. To reaffirm an unsecured debt in a case filed before October 17, 2005, refer to Appendix 40.

⁵ If the debt is unsecured, state "None,"

⁶ If the security interest is a purchase money security interest, head this column and list the collateral by "ITEM."

⁷ If the security interest is a purchase money security interest, head this column and disclose the "ORIGINAL PURCHASE PRICE."

⁹ If the creditor is a credit union, as defined in section 19(b)(1)(A)(iv) of the Federal Reserve Act, ¶ 6 should instead read, "If you were represented by an attorney during the negotiation of your reaffirmation agreement, your reaffirmation agreement becomes effective upon filing with the Bankruptcy Court."

¹⁰ If a presumption of undue hardship has been established with respect to the agreement, and the creditor is a credit union, as defined in section 19(b)(1)(A)(iv) of the Federal Reserve Act, delete the second representation and renumber the third representation. If a presumption of undue hardship has been established, and the creditor is not a credit union, the second representation should read, "in my opinion, the debtor is able to make the agreed payments."

¹¹ If the debtor is represented by an attorney and the creditor is a credit union, 18

defined in section 19(b)(1)(A)(iv) of the Federal Reserve Act, the Statement in Support should instead read, "I believe this reaffirmation agreement is in my financial interest. I can afford to make the payments on the reaffirmed debt. I received a copy of the Reaffirmation Disclosure Statement in Part A and a copy of the completed and signed reaffirmation agreement."

¹² If the debtor's monthly expenses exceed her monthly income, add the following, "I understand that if my monthly income less my monthly expenses does not leave enough to make the payments, this reaffirmation agreement is presumed to be an undue hardship on me and must be reviewed by the Bankruptcy Court. However, this presumption may be overcome if I explain to the satisfaction of the Bankruptcy Court how I can afford to make the payments here: [set forth explanation]."

¹³ Do not include Part E unless the debtor is not represented by an attorney.

¹⁴ Provide any additional relevant reasons the Bankruptcy Court should consider (*e.g.*, "I need my car to get to work.").

In re:

Bankr. Case No. 04-10000

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

	NONYMOUS,)	Chapter 7
	e's Pottes 'n Pannes, ¹ Debtor.)))	DEBTOR'S NOTICE OF RESCISSION
TO EIGHTH	NATIONAL BANK:2		
	o with Eighth National B		by rescind the reaffirmation agreement lated September 4, 2004, regarding the
	Description ³		<u>Amount</u>
	1975 AMC Gremlin		\$1,550.00
Dated:	September 5, 2004		Jane A. Anonymous

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

² Serve the original notice of rescission on the creditor whose debt was reaffirmed. File a certificate of service, with a copy of the notice of rescission attached, with the Court.

³ If the debt that was reaffirmed was unsecured, insert "Unsecured" under "Description."

CHECKLIST FOR MOTIONS FOR ORDER DIRECTING CLERK OF COURT TO DISCHARGE JUDGMENTS VOIDED IN BANKRUPTCY

- Only judgments against the bankruptcy debtor(s) may be listed in the motion and proposed order. Although a judgment may have been entered against a bankruptcy debtor and a formal business entity, spouse or former spouse, or other associate or family member, only the judgment against the bankruptcy debtor(s) may be included in the motion and proposed order. An order under S.D.C.L. § 15-16-20 has no effect on the judgment against any other person or entity against whom the judgment was entered.
- All judgment creditors listed in the motion were scheduled and received notice of the bankruptcy case before the discharge was entered. If the judgment creditor was not scheduled or was not properly scheduled (the debtor may not schedule a creditor "c/o" the creditor's attorney; the debtor must use the creditor's address) and did not receive the Notice of Commencement of Case from the Bankruptcy Clerk before the discharge was entered and if the case was a no-asset Chapter 7 case, the debtor must obtain a voluntary waiver of notice from the judgment creditor and attach it to the motion or the debtor must commence an adversary proceeding under § 523(a)(3) seeking a declaration that the unscheduled debt was nonetheless discharged.
- All judgment listed in the motion represent a debt that was actually discharged. Some debts/judgments are not automatically voided and may not be included in the motion. For a Chapter 7 case, these include, from § 523(a):

```
523(a)(1)
                   certain taxes;
523(a)(3)
                   certain debts not listed in the debtor's schedules;
523(a)(5)
                   family support debts;
523(a)(7)
                   fines and penalties to governmental units;
523(a)(8)
                   student loans (unless hardship declared by court through
                   an adversary proceeding)
523(a)(9)
                   debts arising from death or injuries associated with a DWI;
523(a)(10)
                   debts declared non dischargeable in a previous bankruptcy;
523(a)(11)
                   certain insurance and bank related judgments or orders;
523(a)(12)
                   certain FDIC related obligations;
523(a)(13)
                   criminal restitution obligations from federal crimes;
523(a)(14)
                   debts incurred to pay non dischargeable taxes;
523(a)(16)
                   certain co-op or condo fees;
523(a)(17)
                   certain federal court or prisoner costs and expenses; and
523(a)(18)
                   family support payments owed to a state.
```

For certain other judgments/debts to be declared non dischargeable, the creditor must timely seek and obtain a judgment of non dischargeability from the Bankruptcy Court. If a non dischargeability adversary proceeding has not been timely filed under the following four subsections of § 523(a), the debtor's motion to discharge judgments may include judgment of this nature:

523(a)(2) - fraud based debts;
 523(a)(4) - debts arising from fraud or defalcation by a fiduciary or from larceny or embezzlement;
 523(a)(6) - debts arising from willful and malicious injuries; and certain property settlement debts arising from a divorce or formal separation.

In a Chapter 11 case for *an individual*, the debts listed under § 523 are excepted from discharge in the same manner as in a Chapter 7 case.

In a Chapter 12 case, the debts listed under § 523(a) are excepted from discharge in the same manner as in a Chapter 7 case. The other debts excluded from discharge in a Chapter 12 case are those long-term debts that are being paid beyond the plan term, as provided by § 1228(a), which incorporates §§ 1222(b)(5) and (9), and those debts not "provided for by the plan", as stated in § 1228(a). (Different statutes may apply if a hardship discharge is granted.)

In a Chapter 13 case, the only debts excepted from discharge are those listed under §§ 523(a)(5), (8), and (9); those for restitution, for a criminal fine, included in the sentence on the debtor's conviction of a crime, as provided by § 1328(a)(3); long term debts being paid beyond the plan term, as provided by § 1322(b)(5); and those debts not "provided for by the plan", as stated in § 1328(a). (Different statutes may apply if a hardship discharge is granted.)

- All judgments were for pre-petition debts. If a particular judgment was entered post-petition for a pre-petition debt, a motion under § 15-16-20 is still applicable. See 11 U.S.C. § 524(a)(1) (a discharge "voids any judgment at any time obtained"). However, the debtor will bear the burden, if necessary, of proving that the post-petition judgment included in the motion is actually for a pre-petition debt.
- ☐ The form for the motion, notice, and proposed order set forth in the Local Bankruptcy Rules, Appendices 44, 45, and 46, have been followed.

- The motion and proposed order list the name of each judgment holder, the civil number of the state court proceeding, the date (month, day, and year) the judgment was entered, and the amount of the judgment. A motion under S.D.C.L. § 15-16-20 applies only to judgments entered by the circuit courts of the State of South Dakota. The Federal District Court for the District of South Dakota requires only a copy of the general discharge order to discharge a judgment on its books. Some other states also require only a copy of the general discharge order. Check with court officials or a bankruptcy attorney in a particular state to learn their local procedure, if any.
- The motion and notice have been served on each judgment creditor and the creditor's attorney, if known. Look to the schedules or mailing list in the Bankruptcy Court file and/or the county's judgment entry for the name of any attorney that represented the creditor.

If the judgment creditor is now at an unknown address, state in the motion what efforts have been made to locate a current address.

If judgment creditor is a business that no longer exists, state in the motion how that information is known.

The debtor is no longer required to serve a motion to discharge judgments on the case trustee, the United States Trustee, the United States Attorney (unless the federal government is the judgment holder), or the county clerk of court. (The clerk of court will, of course, receive the order.)

Sample Motion for Order Directing Clerk of Court to Discharge Judgment Voided in Bankruptcy

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

ORDER
URT
NΤ
l

In support of her motion for an order directing the Clerk of Court to discharge a judgment voided in bankruptcy, Debtor states that:

(1) When Debtor's petition was filed on February 3, 2004, the following [or attached] judgment had been rendered or transcripts thereof had been filed against Debtor:²

Hazel's Dry Cleaning, judgment for \$118.52, plus any interest and costs, dated May 2, 2003, Civ. No. 03-03, Fifth Judicial Circuit, Brown County, South Dakota

- (2) An Order discharging debts under 11 U.S.C. § 727(a) was entered on May 21, 2004.
- (3) The judgment listed above has been voided pursuant to 11 U.S.C. § 524(a).
- (4) Debtor did not own any non exempt real property on the petition date to which this judgment could attach, and the judgment listed does not represent and did not arise from the enforcement of a valid mechanic's lien, other statutory lien, or a consensual lien that attached to specific real property or personal property prepetition.

WHEREFORE, Debtor hereby moves the Court for an Order specifying that the above-listed judgment has been voided in bankruptcy and directing the Clerk of Court in whose office such judgment has been rendered, or such transcript thereof has been filed, to enter said order in the judgment docket as provided by S.D.C.L. § 15-16-20.

Dated: May 22, 2004.

Joseph J. Jones, Esq. 101 Legal Lane

Justice, SD 57000-0000

Tele: 605/555-5555 Fax: 605/555-556

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

² List **all** pre-petition judgments that have been voided. If an attachment is used, that attachment must include all required information regarding the judgment(s).

Appendix 45

Sample Notice of Motion for Order Directing Clerk of Court to Discharge Judgment Voided in Bankruptcy

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA

In re:)	Bankr. Case No. 04-10000
)	Chapter 7
JANE A. ANONYMOUS,)	
f/d/b/a Anne's Pottes 'n Pannes, ¹)	NOTICE OF MOTION FOR ORDER
)	DIRECTING CLERK OF COURT
)	TO DISCHARGE JUDGMENT
Debtor.)	VOIDED IN BANKRUPTCY

TO ALL PARTIES IN INTEREST:

Debtor Jane A. Anonymous has filed papers with the Court to discharge Hazel's Dry Cleaning's judgment against her. **Your rights may be affected.** You should read these papers carefully and discuss them with your attorney. If you do not have an attorney, you may wish to consult one.

If you do not want the Court to discharge Hazel's Dry Cleaning's judgment, then by June 4, 2004,² you or your attorney must file with the Bankruptcy Clerk, whose address is 225 S. Pierre St., Room 203, Pierre, SD 57501,³ a typewritten response explaining your position. You may mail your response to the Clerk, but if you do, you must mail it early enough to ensure the Clerk receives it by this date. You or your attorney must also mail a copy of your response to Debtor's attorney, whose address is shown below, and to the other parties in interest, whose names and addresses may be obtained by contacting the Clerk at (605) 224-6013.³

If you file and serve a response by the date stated above, the Court will schedule a hearing, if needed, and give you written notice of the date, time, and location of that hearing. Otherwise, the Court may decide that you do not oppose the relief requested by Debtor and may enter an order granting that relief without holding a hearing.

Dated: May 22, 2004.

Joseph J. Jones, Esq.
101 Legal Lane

Justice, SD 57000 Tele: 605/555-5555 Fax: 605/555-5566

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

² For the date by which a response must be filed, use a date at least 13 days after service of the motion and notice.

³ For the Clerk's address and phone number, use the Clerk's Sioux Falls address and phone number for Southern Division cases and the Clerk's Pierre address and phone number for Northern, Central, and Western Division cases.

In re:)	Bankr. Case No. 04-10000
)	Chapter 7
JANE A. ANONYMOUS,)	
f/d/b/a Anne's Pottes 'n Pannes, ¹)	ORDER DIRECTING CLERK
)	OF COURT TO DISCHARGE
Debtor.)	JUDGMENT VOIDED IN BANKRUPTCY

Upon consideration of the Motion for Order Directing Clerk of Court to Discharge Judgment Voided in Bankruptcy filed by Debtor on May 22, 2004, and the record before the Court, and it appearing that no timely objection to the Motion has been filed,

IT IS HEREBY ORDERED that Debtor's personal liability under the following judgment has been voided in bankruptcy:

Hazel's Dry Cleaning, judgment for \$118.52, plus any interest and costs, dated May 2, 2003, Civ. No. 03-03, Fifth Judicial Circuit, Brown County, South Dakota

IT IS FURTHER ORDERED that pursuant to S.D.C.L. § 15-16-20 the Clerk of the Court in which the above judgment was rendered, or a transcript thereof has been filed, shall enter a certified copy of this Order in the Clerk's judgment docket.

IT IS FURTHER ORDERED that pursuant to S.D.C.L. § 15-16-20 said entries shall discharge Debtor from her personal liability under the judgment specified from and after the date of entry. Nothing in this Order shall affect any valid lien that attached to Debtor's property pre-petition.

So ordered:2

Appendix 46 (cont'd)

COMMITTEE NOTES

¹ List all other names Clerk's docket).	used by	the	debtor(s)	in	the	last	six	years	(as	shown	on	the
² Do not include a da block for the judge.	te (<i>i.e.</i> , '	'Date	ed this		day	of _		_, 200	(6")	or a si	gnat	ure

AO 436 (Rev. 1/87)		Admin	the United States Co ns on Next Page	urts	F	RECORDING ORDER		
1. NAME				2. PHONE NUMBER 3. DATE				
4. MAILING ADDRESS				5. CITY		6. STATE	7. ZIP CODE	
8. CASE NUMBER	9. C	ASE NAME			DATES OF P	ROCEEDINGS		
				10. FROM		11. TO		
12. PRESIDING JUDICIAL OFFICER					LOCATION OF	PROCEEDINGS		
				13. CITY		14. STATE		
15. ORDER FOR ☐ APPEA☐ NON-A		□ CRIM		□ CRIMINAL JU □ IN FORMA PA		□ BANKRU □ OTHER (
16. Recording REQUESTED (Specify po	rtion(s)	and date(s) of pro	oceeding(s) for wl	nich duplicate recordi	ng(s) are requested.)			
PORTIONS		DATE(S	5)	PORTIO	ONS(S)	DAT	ΓE(S)	
□ VOIR DIRE				□ TESTIMONY (spe	ecify witness)			
☐ OPENING STATEMENT (PI.)								
☐ OPENING STATEMENT (Def.)								
□ CLOSING ARGUMENT (PI.)				□ PRE-TRIAL PROC	CEEDING (specify)			
□ CLOSING ARGUMENT (Def.)								
□ OPINION OF COURT								
☐ JURY INSTRUCTIONS				□ OTHER (Specify)				
□ SENTENCING								
□ BAIL HEARING								
17. ORDER				# CDs	# COPIES	COSTS		
☐ DIGITALLY RECORDED COMPACT	DISC							
CERTIFICATION By signing below, I certify (deposit plus additional) up	that I	will pay all charge		ESTIMATE TOTAL				
18. SIGNATURE				19. DATE				
PROCESSED BY				PHONE NUMBER				
		DATE	BY					
ORDER RECEIVED				DEPOSIT PAID				
DEPOSIT PAID				TOTAL CHARGES				
RECORDING DUPLICATED				LESS DEPOSIT				
PARTY NOTIFIED TO PICK UP RECORD	ING			TOTAL REFUNDED				
PARTY RECEIVED RECORDING				TOTAL DUE				

(All previous editions of this form are cancelled and should be destroyed.)
DISTRIBUTION: COURT COPY ORDER RECEIPT ORDER COPY

INSTRUCTIONS

Use. Use this form to order duplicate recordings of proceedings. Complete a separate order form for each case number for which recordings are ordered.

Completion. Complete Items 1-19.

Item 8 List only 6	one case number ¡	per order.
--------------------	-------------------	------------

Item 15 Place an "X" in each box that applies.

Item 16 Check specific portion(s) and list specific date(s) of proceedings for which copy is requested.

Item 17 Indicate number of copies ordered.

Sign in this space to certify that you will pay all charges upon completion of the order. (This includes the deposit plus any additional charges.)

Item 19 Enter the date signed.

Do not complete shaded areas, which are reserved for the Court's use.

Order Copy. Keep a copy for your records.

Mailing or Delivering to the Court. Mail or deliver two copies to the Office of the Clerk of Court.

Deposit Fee. For orders of 20 or more recordings, the court will notify you of the amount of the required deposit fee which may be mailed or delivered to the court. Upon receipt of the deposit, the court will process the order.

Deliver Time. Delivery time is computed from the date of receipt of the deposit fee (if requested, otherwise computed from the court's receipt date).

Completion of Order. The court will notify you when the recordings are completed.

Balance Due. If the deposit fee was insufficient to cover all charges, the court will notify you of the balance due which must be paid prior to receiving the completed order.

SAO 435 (Rev. 1/90	Adn	ninistrative Office of the Read Instructions	urts TRANSCRIPT ORDER	DUE DATE:		
1. NAME				2. PHONE NUMBER	3. DATE	
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8. CASE NUMBER		9. JUDICIAL OFFICI	AL	DATES OF PR	OCEEDINGS	
				10. FROM	11. TO	
12. CASE NAME				LOCATION OF F	PROCEEDINGS	
				13. CITY	14. STATE	
15. ORDER FOR	□ APPEAL □ CF □ NON-APPEAL	iMINAL □ CIVIL	□ CRIMINAL JUS	TICE ACT BANKRUF FORMA PAUPERIS	PTCY □ OTHER (Specify)	
16. TAPE REQUESTE	ED (Specify portion(s) and date(s) of procee	eding(s) for which tra	anscript is requested.)		
PORTIC	ONS	DAT	E(S)	PORTIONS(S)	DAT	E(S)
□ VOIR DIRE				□ TESTIMONY (specify witness)		
□ OPENING STATEM	ENT (PI.)					
□ OPENING STATEM	ENT (Def.)					
□ CLOSING ARGUME	ENT (PI.)			□ PRE-TRIAL PROCEEDING (specify)		
□ CLOSING ARGUME	ENT (Def.)					
□ OPINION OF COUR	RT					
□ JURY INSTRUCTIO	ONS	□ OTHER (Specify)		□ OTHER (Specify)		
□ SENTENCING						
□ BAIL HEARING						
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EXPEDITED		□ No				
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HOURLY		□ No				
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* Includes free copy for	r the Court. DISTRIBUTIO	ON: COURT COPY	/ TRANSCRIPTI		editions of this form ER COPY	may still be used.)

SEE INSTRUCTIONS ON FOLLOWING PAGES

INSTRUCTIONS

Use. Use this form to order transcript of proceedings. Complete a separate order form for each case number for which transcript is ordered.

Completion. Complete Items 1-19.

Item 8 Enter only one case number per order.

Item 15 Place an "X" in each box that applies.

Place an "X" in the box for each portion requested. List specific date(s) of the proceedings for which transcript is requested. Be sure that the description is clearly written to facilitate processing. Orders may be placed for as few pages of transcript as are needed.

Item 17 Categories. Only four (4) categories of transcripts may be ordered:

Ordinary. A transcript to be delivered within thirty (30) calendar days after receipt of an order. (Order is considered received upon receipt of the deposit.)

Expedited. A transcript to be delivered within seven (7) calendar days after receipt of an order.

Daily. A transcript to be delivered following adjournment and prior to the normal opening hour of the court on the following morning whether or not it actually is a court day.

Hourly. A transcript of proceedings ordered under unusual circumstances to be delivered within two (2) hours.

NOTE: Full price may be charged only if the transcript is delivered within the required time frame. For example, if an order for expedited transcript is not completed and delivered within seven (7) calendar days, payment would be at the ordinary *delivery* rate.

Ordering. Place an "X" in each box that applies. Indicate the number of additional copies ordered.

Original. Original typing of the transcript. An original must be ordered and prepared prior to the availability of copies. The original fee is charged only once. The fee for the original includes the free copy for the court.

Appendix 48 (cont'd)

First Copy. First copy of the transcript after the original has been prepared. All parties ordering copies must pay this rate for the first copy ordered.

Additional Copies. All other copies of the transcript ordered by the same party.

Item 18 Sign in this space to certify that you will pay all charges. (This includes the deposit plus any additional charges.)

Item 19 Enter the date signed

Do *not* complete shaded areas which are reserved for the court's use.

Order Copy. Keep a copy for your records.

Mailing or Delivering to the Court. Mail or deliver the original, and two copies to the Clerk of Court.

Deposit Fee. The court will notify you of the amount of the required deposit fee which may be mailed or delivered to the court. Upon receipt of the deposit, the court will process the order.

Deliver Time. Delivery time is computed from the date of receipt of the deposit fee.

Completion of Order. The court will notify you when the transcript is completed.

Balance Due. If the deposit fee was insufficient to cover all charges, the court will notify you of the balance due which must be paid prior to receiving the completed order.

)	Bankr. Case No. 04-50000
)	Chapter 13
)	
)	TOWN BANK'S
)	OBJECTION TO PLAN
Debtor.)	
	Debtor.)))) Debtor.)

Town Bank, a secured creditor, objects to confirmation of Debtor's proposed Chapter 13 plan dated February 3, 2004 on the following grounds . . .

Wherefore, Town Bank respectfully requests that confirmation of Debtor's proposed plan dated February 3, 2004 be denied.

Dated: February 5, 2004.

Joseph J. Jones, Jr., Esq.

201 Legal Lane

Justice, SD 57000-0000 Tele: 605/555-5550

Fax: 605/555-5551

Certificate of Service

I, Joseph J. Jones, Jr., do hereby certify that on the 5th day of February, 2004, I caused copies of the foregoing OBJECTION TO PLAN to be served upon:

[list names and addresses of parties served here]

by depositing copies of the same in an envelope securely sealed and with first class postage fully prepaid thereon in the United States Mail at Justice, South Dakota, and addressed to the above-named persons at the foregoing addresses, the same being the last known addresses of those persons.

Joseph J. Jones, Jr., Esq.

Appendix 49 (cont'd)

COMMITTEE NOTES

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

UNITED STATES BANKRUPTCY COURT DISTRICT OF SOUTH DAKOTA Northern Division

In re:	Bankr. Case No. 04-10000Chapter 7
JANE A. ANONYMOUS,	,
f/d/b/a Anne's Pottes 'n Pannes,) CERTIFICATE OF SERVICE
)
Debtor.)
· · · · · · · · · · · · · · · · · · ·	ry 9, 2004, I served true copies of Debtor's of Amendment on the following parties by first-
United States Trustee	Hazel's Dry Cleaning
230 S. Phillips Ave., Suite 502	1802 Hanger Lane
Sioux Falls, SD 57104-6321	Justice, SD 57000
Samuel S. Smith	Bud's Bar
Chapter 7 Trustee	1202 Tipsy Drive
P.O. Box "S"	Justice, SD 57000
Justice, SD 57000	

Leigh Gull-Assistant

Appendix 50 (cont'd)

COMMITTEE NOTES

¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).

In re:)	Bankr. No. 04-10000	
)	Chapter 13	
SHEEZA DEBTOR,)		
f/k/a Sheeza Single, ¹)	DEBTOR'S WITHDRAWAL	
)	OF OBJECTION TO E-Z CREDIT'S	
	Debtor.)	MOTION FOR RELIEF FROM STAY	/ 2, 3, 4
•	ithdraws her	Object	tion to E-Z Credit's Motion for Relief	from
Stay. ²				
Dated: April 2, 2004.				
			Joseph J. Jones, Esq.	
			101 E. Legal Lane	
			Justice, SD 57000-0000	
			Tele: 605/555-5555	

Fax: 605/555-556

Appendix 51 (cont'd)

COMMITTEE NOTES

- ¹ List all other names used by the debtor(s) in the last six years (as shown on the Clerk's docket).
- ² Always include the complete description of the document being withdrawn.
- ³ Serve withdrawal on parties in interest.
- ⁴ Electronic filers may instead file a "text entry" withdrawal and advise the parties in interest, other than those who will receive electronic notice, of the withdrawal.

Adversary: Easy Credit Finance Co., Inc. v. Anonymous

Adv. No.: 04-1000

Main Case: In re Jane A. Anonymous

Bankr. No.: 04-10000

Chapter: 7

Date of Trial: April 1, 2005

EXHIBIT LIST

Submitted by: Plaintiff Easy Credit Finance Co., Inc.

Attorney: William W. Williams

ID.	BRIEF DESCRIPTION	MARKED	OFFERED	OBJECTION	ADMITTED	NOTES
1	Loan application					
2	Financial statement (Easy Credit)					
3	Financial statement (First National)					
4	Financial statement (Second National)					
5	Homeowner's policy					
6	Bankruptcy schedules/statements					
7	Statement of account					
8	Appraisal					
9	Police report (vandalism)					

Case Name: In re Jane A. Anonymous

Bankr. No.: 04-10000

Chapter: 7

Date of Hearing: April 1, 2005

EXHIBIT LIST

Submitted by Movant Easy Credit Finance Co., Inc.

Attorney: William W. Williams

ID.	BRIEF DESCRIPTION	MARKED	OFFERED	OBJECTION	ADMITTED	NOTES
1	Purchase agreement					
2	Security agreement					
3	Financing statement					
4	Statement of account					
5	Notice of cancellation of insurance					
6	Appraisal					
7	Police report (vandalism)					

©AO 436	Admir	istrative Offic	ee of the United States Courts		
(Rev. 12/04)					
Read Instructions on Next Page.		CD/T	APE ORDER		
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12. PRESIDING JUDGE				PROCEEDINGS	
			13. CITY	14. STATE	
15. ORDER FOR APPEAL	☐ BANKRU	IDTCV			
□ NON-APPEAL	☐ CRIMINAL ☐ CIVIL		☐ CRIMINAL JUSTICE ACT ☐ IN FORMA PAUPERIS	OTHER (
				OTTLER (<i>Бреспу)</i>
16. TAPE REQUESTED (Specify portio	n(s) and date(s) of pro	oceeding(s) for v	which duplicate cd/tape(s) are requested.)		
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OPENING STATEMENT (Defendar	nt)				
CLOSING ARGUMENT (Plaintiff)			PRE-TRIAL PROCEEDING (Spcy)		
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ORDER COPY

Top

⊗ AO 435		Administrative C	office of the United	d States Courts	FOR COURT USE ONLY				
(Rev. 12/03)		TEND A N.T.	CODINE ODDE		DUE DATE:				
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12. CASE NAM	E			13.	14.				
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	STATEMENT								
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